CITY OF CORNER BROOK

Dear Sir\Madam:

I have been directed by His Worship the Mayor to summon you to a Committee of the Whole Meeting of the Corner Brook City Council, to be held on **December 11, 2023**at **7 p.m. City Hall Council Chambers.**

CITY CLERK

Page

Land Acknowledgement

We respectfully acknowledge the City of Corner Brook as the ancestral homeland of different populations of Indigenous people. We also acknowledge with respect, the rich histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of the Province of Newfoundland and Labrador

**MINUTES OF A REGULAR MEETING OF
THE COUNCIL OF THE CITY OF CORNER BROOK
COUNCIL CHAMBERS, CITY HALL
MONDAY, 4 DECEMBER, 2023 AT 7:00 PM**

PRESENT:

Mayor	J. Parsons	R. Cumby, City Manager
Deputy Mayor	L. Chaisson	D. Charters, Director of Community Engineering Development and Planning
Councillors:	P. Gill	S. Maistry, Director of Finance and Administration
	V. Granter	*J. Smith, City Clerk*
	B. Griffin	*Jamie Alexander, Sergeant-At-Arms*
	P. Keeping	

Absent with regrets: Councillor C. Pender, T. Flynn, Director of Protective Services and D. Burden, Director of Public Works, Water and Wastewater Services

23-154 Land Acknowledgement

Councillor P. Gill read the land acknowledgement.

23-155 Approval of Agenda

On motion by Councillor V. Granter, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** to approve the agenda as circulated. **MOTION CARRIED.**

23-156 Approval of Minutes- Regular Meeting November 20, 2023

On motion by Deputy Mayor L. Chaisson, seconded by Councillor B. Griffin, it is **RESOLVED** to approve the Minutes of the Regular Council Meeting of November 20, 2023. **MOTION CARRIED.**

23-157 Business Arising From Minutes

Deputy Mayor L. Chaisson stated that she was contacted by residents who were not able to bring leaves to the drop off area due to not having vehicles or ability to transport them. The Mayor advised to get their information to the City Manager to determine if Public Works can be of assistance.

23-158 Proclamations and Events

The Mayor stated the following proclamations were made:

- December was declared Project Red Ribbon Day.

23-159 64 Lundrigan Drive / Discretionary Use (Lounge)

On motion by Councillor B. Griffin, seconded by Councillor P. Gill, it is **RESOLVED** that Council of the City of Corner Brook in its Authority approve the application for the proposed Lounge at 64 Lundrigan Drive , Corner Brook, NL. **MOTION CARRIED.**

23-160 **Discretionary Use - Home Based Business Office - 21 Osmond's Ave**

The following motion was made and subsequently postponed at the previous Regular Council Meeting of November 20, 2023 and is now being brought forward for decision:

On motion by Councillor V. Granter, seconded by Councillor P. Gill, it is **RESOLVED** that the Council of the City of Corner Brook approve the application to operate a home based business office from the dwelling located at 21 Osmond's Avenue in accordance with Regulation 11 - Discretionary Powers of Authority. **MOTION CARRIED.**

23-161 **Confirmation of Order - 2023-06**

On motion by Councillor P. Keeping, seconded by Deputy Mayor L. Chaisson, it is **RESOLVED** that in accordance with Section 109(4) of the Urban and Rural Planning Act the following Stop Work Order is hereby confirmed by Council: Order # 2023-06. **MOTION CARRIED.**

23-162 **Adopt a Hydrant Contest 2023-24**

Councillor V. Granter presented a report regarding the return of the Adopt a Hydrant Contest for the 2023-2024 season. The grand prize this year will be a $4000 travel gift certificate for a trip for two.

23-163 **Winter On-Street Parking Ban**

Deputy Mayor L. Chaisson presented a report regarding the overnight winter parking ban that will be in effect from December 1 through to May 1. The hours of no parking on City street will be from 12:00am to 8am and vehicles found in violation will be ticketed and possibly towed.

23-164 **2024 City of Corner Brook Budget**

On motion by Councillor P. Gill, seconded by Councillor B. Griffin, it is **RESOLVED** that the City of Corner Brook, in accordance with the City of Corner Brook Act, approve the attached tax rates for the 2024 taxation year.

On motion by Councillor P Gill, seconded by P. Keeping, it is **FURTHER RESOLVED** that the City of Corner Brook in accordance with The City of Corner Brook Act, approve the attached Schedule of Rates & Fees, to take effect January 1, 2024.

On motion by Councillor P. Gill, seconded by Councillor B. Griffin, it is **FURTHER RESOLVED** that the City of Corner Brook, in accordance with The City of Corner Brook Act, approve an annual rate of interest of 10.5% to be levied on all past due taxes and accounts receivable on a monthly basis in 2024.

On motion by Councillor P. Gill, seconded by Deputy Mayor L. Chaisson, it is **FURTHER RESOLVED** that the City of Corner Brook, in accordance with the

City of Corner Brook Act, approve the 2024 Budget with operating Revenues and Expenditures totally $39,197,890. **MOTION CARRIED.**

ADJOURNMENT
The meeting adjourned at 7:34 p.m.

City Clerk	Mayor

Request for Decision (RFD)

Subject: Ratification of Decisions

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: City Manager
Staff Contact: Gloria Manning, Legislative Assistant
Topic Overview: Ratification of Decisions

BACKGROUND INFORMATION:

In accordance with section 41 (3) of the City of Corner Brook Act, “Where a decision is made by the councilors at a privileged meeting, the decision, in order to be valid, shall be ratified at a public meeting of the council.”, the following minutes are being brought forward for ratification:

Council in Committee Meeting- July 17, 2023
CC23-008 Multi-Year Capital Works 2023-2026 - It is **RESOLVED** to authorize staff to submit the projects listed in Appendix 1 for the 2023-2026 Multi-Year Capital Works program.

Council in Committee Meeting- October 16, 2023
CC23-014 - Approval of Agenda- it is **RESOLVED** to approve the agenda as circulated.

CC23-016 - 2023-2023 Multi-Year Capital Works - it is **RESOLVED** to accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated September 22, 2023 for the 2023-2026 Multi-Year Capital Works, total project cost of $8, 823,900 with the Ultimate Recipient share value of $3,583,965 in funding for this project. It is **FURTHER RESOLVED** to authorize the Mayor and City Manager to sign the Municipal Infrastructure Funding Agreement with the Department of Transportation and Infrastructure on behalf of the City of Corner Brook.

Council in Committee Meeting - November 8, 2023
CC23-019 - Approval of Agenda - it is **RESOLVED** to approve the agenda as circulated.

CC23-021 - Proposed extension beyond minimum building line set back - it is **RESOLVED** to approve the application to reduce the minimum building line set back for Birch Avenue to 4 meters in accordance with Regulation 67 - Building Line and Setback.

CC23-022 - Convention and Special Event Policy - it is **RESOLVED** to rescind and replace the Convention and Special Events Funding Policy as proposed.

PROPOSED RESOLUTION:

It is **RESOLVED** to ratify minute CC23-008 - Multi-Year Capital Works 2023-2026
It is **RESOLVED** to ratify minute CC23-014 - Approval of Agenda
It is **RESOLVED** to ratify minute CC23-016 - 2023-2023 Multi-Year Capital Works
It is **RESOLVED** to ratify minute CC23-019 - Approval of Agenda
It is **RESOLVED** to ratify minute CC23-021 - Proposed extension beyond minimum building line set back
It is **RESOLVED** to ratify minute CC23-022 - Convention and Special Event Policy

GOVERNANCE IMPLICATIONS:

Legislation
City of Corner Brook Act
41(3)

Legislative Assistant	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

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City Manager

Information Report (IR)

Subject: Protective Services Statistics for month of November 2023

To:	Rodney Cumby
Meeting:	Committee of the Whole - 11 Dec 2023
Department:	Protective Services
Staff Contact:	Todd Flynn, Director of Protective Services
Topic Overview:	To inform the residents of Corner Brook of the work that is being done by the Protective Services Department.

BACKGROUND INFORMATION:

On a monthly basis, Protective Services compiles its statistics to report them out to council and residents.

1. **MUNICIPAL ENFORCEMENT**
   Our Municipal Enforcement Officers received 85 calls for services including as follows:

   - **By-law Enforcement:**
     - 1 Development Without a Permit
     - 1 Parking Meter complaint
     - 1 Illegal Dumping
     - 11 Untidy Property
     - 3 Illegal Parking
     - 2 Uncovered Garbage
     - 9 Assistance (Assisting Residents with issues where no Regulations exist but we can assist in some way)
     - 5 Rats Complaints
     - 2 Noise Complaints
     - 8 Mobile Vending Permits issued
     - Various other routine complaints

   - **Taxi Regulation:**
     - 8 - Taxi Driver Permits
     - 4 - Taxi Vehicle Permits
     - 3 – Taxi Vehicle Inspections

- **Animal Control:**

  Received 26 calls for Service were received that included:
  - 14 Roaming animals
  - 3 Injured/Dead animals
  - 1 Cat cage
  - 1 Assistance SPCA
  - 5 Assistance (Assisting residents with issues where no regulations exist but we can assist in some way)

- **Parking Enforcement:**

  31 Parking related violations were issued including:
  - 29 Expired parking meters
  - 1 Parked within intersection or 6 meters of intersection
  - 1 Parked too close to fire hydrant

2. CORNER BROOK FIRE DEPARTMENT

The CBFD received 51 calls for service that included:

# of Incidents	Type
2	Residential Structure Fire
9	Residential Alarm
1	Residential Alarm – Smoke Visible
20	Commercial Alarms
1	Pole Fire
1	Vehicle Fire
11	MVC – Injury/Entrapment
2	MVC – fuel spill
1	Non-emergency – lift assist
1	Grass Fire
1	Bonfire
1	Dumpster/Garbage Fire
51	

- **Smoke Alarm Project:** Over 200 Corner Brook homes have had smoke alarms installed by the Corner Brook Fire Department crews.

- **Fire Prevention and Inspection conducted:**
  - 29 Commercial business inspections and follow-up inspections
  - 4 Fire Drills at 3 schools and 1 at City Hall
  - Coordinated 36 installations for the Smoke Alarm project.
  - Attended 2 community outreach events (flag change at Eastside Elementary and Home School field trip)

3. PUBLIC SAFETY ANSWERING POINT (PSAP)
(PSAP Stats not received in time for meeting report)

The total volume of calls received by the Corner Brook PSAP for Novemebr was ________. The calls are broken out as follows:

Primary Agency	Number of Transferred Calls
Police	
Ambulance	
Fire	
Crisis	
RoCP	
Northern 911	
Parks Canada	
MRSC	
JRCC	
Poison Control	
TBD	
Total	

Volume of Non-Transferred 911 Calls:

Director of Protective Services Approved - 08 Dec 2023
Administrative Assistant Approved - 08 Dec 2023

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City Manager

Information Report (IR)

Subject: Public Works Summary

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: Public Works
Staff Contact: Rod Follett,
Topic Overview: Public Works Overview From October 25th to December 6th, 2023

BACKGROUND INFORMATION:

- **Tree Maintenance:** Completed for the season.
- **Patching:** Patching was completed by contractor on Nov 19. All water and sewer cuts were paved. New cuts will be maintained by public works staff throughout the winter.
- **Storm Sewer flushing:** Public Works had a successfulstorm sewer flushing program in the fall. 40 + problematic catch basins and adjacent storm sewers were identified and cleaned. Storm sewer flushing program was completed on Nov 24th.
- **Curb & Sidewalks:** Curb work was completed on Nov 10th. As requests come in over the winter and spring, staff will generate a new list of curb and sidewalk locations to be repaired.
- **Street Sweeper:** Sweeper finished up Nov 15th due to colder temperatures. The two sweepers have been serviced and put in storage till the spring.
- **Pothole repairs:** Crews have been assigned to place markers on potholes that have been reported. Crews have been using cold patch to fill them since the local asphalt plant closed in late November.

- **Winter Works:** Staff have been transitioning into our winter works operations over the last two weeks. As of Dec 3rd, the City have scheduled management staff and workers to night and evening shifts. Up to Dec 6th, the city has plowed twice. Once on Nov 29th and again on Dec 6th.
- **Service Requests from October 25th to Dec 6th :**
  - **115 calls received.**
  - **Top three categories of requests:**
    - **Salt / Sand Requests: 42**
    - **Road Maintenance/Potholes: 31**
    - **Drainage issues: 8**

Legislative Assistant	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

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City Manager

Information Report (IR)

Subject: Water and Wastewater Work summary

To:	Rodney Cumby
Meeting:	Committee of the Whole - 11 Dec 2023
Department:	Water and Sewer
Staff Contact:	Keith Costello,
Topic Overview:	Water and Wastewater Work Summary

BACKGROUND INFORMATION:

Water & Wastewater Complaints

Curb Stop Repair	5
High/Low Water Pressure	4
Locate Curb Stop	8
Main Line Repairs	1
No Water	2
Noise on Line	1
Request for Water Shut Off and/or On	17
Sewer Backup	1
Resident Inquiries	5
Trace Waterlines	4
Water Leaks	19
Total	**67**

Water & Wastewater Media Releases

Emergency Road Closures	2
Emergency Water Outage	1
Emergency Water Outage & Road Closure	8
Emergency Water Outage, PBWA & Road Closure	3
Water Outage and Road Closure	7
Total	**21**

Water & Wastewater Recoverable Works

Request to Turn Water Off	7
Request to Turn Water Off and On	11
Request to Turn Water On	1
Total	**19**
Total Cost	**$ 3,979.29**

Water & Wastewater Repairs

Curb Stop Locate	1
Curb Stop Repairs	1
Feeder Valve Repair	1
Leak Investigation	1
Sewer Lateral	1
Water Main Leaks	8
Water Service Leaks	5
Total	**18**

Additional Maintenance

Annual Maintenance Programs

- Completed Fire Hydrant deficiencies – Annual Maintenance completed 2023;
- Winterized Tourist Chalet Dumping Station, water supply to Jubilee Place Ball Field, and Wellington St. Complex (Dog Park, Softball Field & Beach Volleyball);
- Serviced remaining sanitary sewer lift station (Water Treatment Plant);
- Cleaned intake screens at Second Pond water supply.

Maintenance/Repairs

- Repaired 6 leaks in Eastside Reservoir.
- Provided support for Capital Works Projects (Mt. Bernard Ave. reconstruction & Citadel Drive PRV Station upgrade).

Upcoming Maintenance

- Repair 1 watermain valve (Wellington St. – intersection of Citadel Dr.);
- Complete annual Chlorination Station service, 2 stations remaining (Lundrigan & Sunnyslope Dr.).

Legislative Assistant	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

City Manager

Information Report (IR)

Subject: Capital Project and Engineering Committee Updates

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: Engineering
Staff Contact: Darren Charters, Director of Community, Engineering, Development & Planning
Topic Overview: This report is intended to serve as an update to Council and the public regarding the various Capital and Engineering projects being undertaken in the City. The current project updates are as follows:

BACKGROUND INFORMATION:

Current Projects

Corner Brook Recreation Centre

- Project is 90% complete
- All drywall installed with the exception of small areas where mechanical/electrical need to be finished.
- Paint and plaster is well underway.
- Floor tile nearly completed

- Ceiling tiles installed; with the exception of areas left out for work to be completed above ceiling.
- Siding nearly completed; some corners need to be done.
- Ventilation ducting in the pool area is well underway.
- Pool mechanical equipment installation has started i.e. filters, basement drainage piping, etc.

Mt Bernard Avenue Reconstruction

- Approximately 80% of underground piping complete.
- Work stopped just below Randolph Street for 2023. Base course asphalt installed and reopened to traffic for winter.
- Work on the remaining 200 meters will begin Spring 2024

Great Trail Enhancement Phase 1

- Construction complete, Project close out underway
- Gates installed on trail were damaged at the end of November and have been removed by City for repair.

O’Connell Drive Pedestrian Crossing

Work 99% complete, waiting on NL Power to remove old service connection and pole but the new Pedestrian Crossing is now in service

New Projects

Deep Gulch Brook Culvert Replacement

- RV Anderson is Consultant for the project
- Preliminary Design Stage underway
- Winter 2024 Tender Call

Curling Street Retaining Wall Replacement

- Anderson Engineering is Consultant for the project
- ICIP funding, 1/3 funding ratio
- Preliminary Design Stage
- Winter 2024 Tender Call

Great Trail Enhancement Phase 2

- Finalizing Consultant for the project
- Active Transportation Fund (ATF) of the Permanent Public Transit Program, 60/40 funding ratio
- Winter 2024 Tender Call

Transportation Study

- Consultant Request for Proposals (RFP) closing December 15th, 2023

Transit Accessibility Study and Implementation Plan

- Request for Proposals (RFP) being developed and will be released before year end.

Strategic Tourism for Areas and Regions (STAR) Trail Design & Construction Services

- Design and Construction of Man in the Mountain and Cape Blow Me Down Hiking Trails
- Request for Proposals (RFP) released and closes December 29th, 2023

Multi Year capital (MYCW) 2023-2026

- Consultant Fee Requests closing on December 15th, 2023 for the following projects:

  1. Curling Street Storm Sewer Replacement
  2. Old Humber Road Retaining Wall
  3. Main Street Pedestrian Bridge
  4. Intersection Improvements (Elizabeth Street/O'Connell Drive)

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City Manager

Information Report (IR)

Subject:	Qalipu Participark Trail Project

To:	Rodney Cumby
Meeting:	Committee of the Whole - 11 Dec 2023
Department:	Community Services
Staff Contact:	Darren Charters, Director of Community, Engineering, Development & Planning
Topic Overview:	Members from Qalipu First Nation recently met with staff to discuss the possibility of re-starting project that was originally discussed in 2019.
Attachments:	Participark Concept Design

BACKGROUND INFORMATION:

In early 2019, the City agreed to participate in the original Particpark Trail Upgrade Project with both Qalipu and the Kinsmen that would see the current trail upgraded which would include upgraded parking, trail head upgrades, improved observation points and a Qalipu medicine walk (see attached).

The Council of the day approved a financial contribution of $112,000 and a commitment to provide maintenance of the trail after construction.

<u>Participark Redevelopment Proposal (April 8, 2019)</u>

RESOLVED the City of Corner Brook will provide maintenance on Participark upon redevelopment.

CC19-023

<u>Funding Request for Participark Project (Sept 23, 2019)</u>

That the Council approve a contribution to the Qalipu First Nation for the redevelopment of the "Participark" trail in Corner Brook, NL., in the amount of $112,000. This contribution is based on the assumption that the Provincial contribution will be approved.

CC19-070

The original scope of the project changed, as well as funding partners, and the request was made to the City to increase funding for the project to $132,000 from $112,000 in the summer of 2021

Participark Trail Redevelopment Funding Adjustment Request (July 26, 2021)

RESOLVED to approve the funding adjustment of $20,000 for the Participark Trail Redevelopment from $112,000 to $132,000.

CC21-104

Although the City made these commitments, the project did not move forward as expected in 2021.

Discussion

Recently, the Province notified Qalipu that the funding was still available and that project would have to proceed in 2024 if they wanted to avail of those funds. The City has reaffirmed the commitments made in 2019 and 2021 with Qalipu are now hopeful that the project will move forward as expected in 2024.

Director of Community, Engineering, Development & Planning	Approved - 05 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

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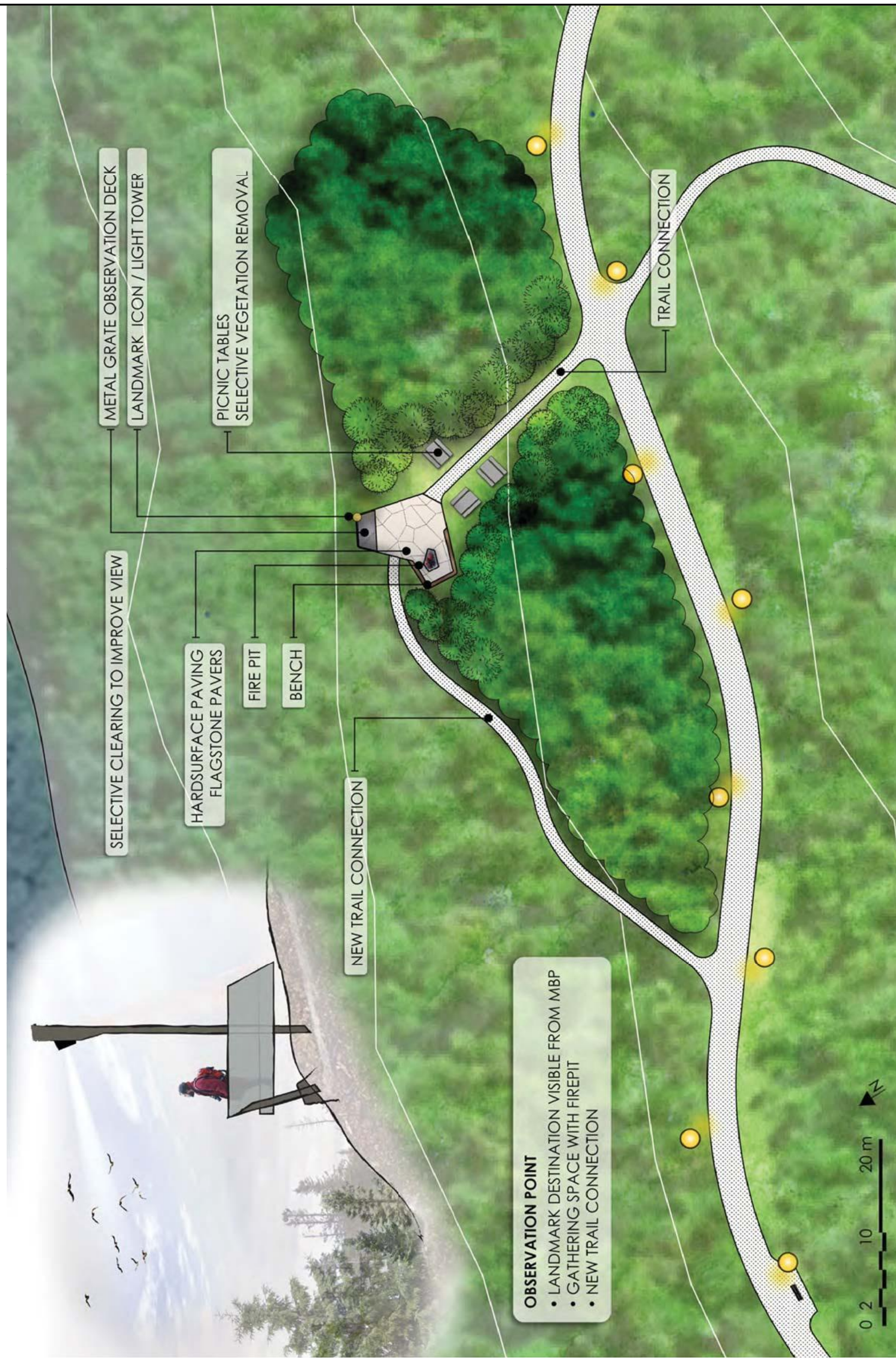
City Manager

Concept Design

TRACT CONSULTING

Concept Design – Margaret Bowater Park Connection

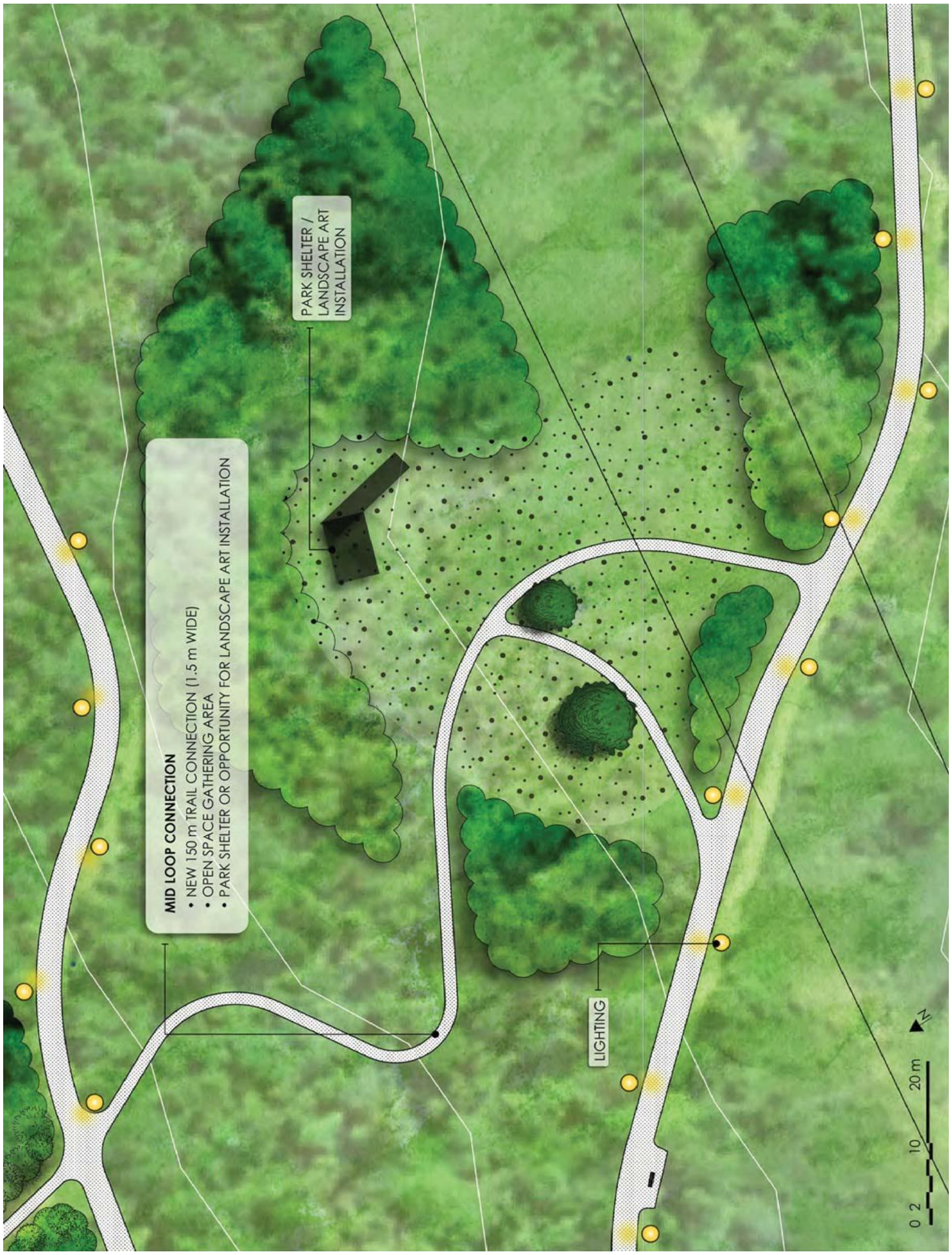
TRACT CONSULTING



Concept Design – Observation Point

TRACT CONSULTING

Concept Design – Mid Loop Connection



Concept Design – Qalipu Medicine Walk

Concept Design –Trailhead & Parking Development

Concept Design – Institutional Connection

TRACT CONSULTING

Information Report (IR)

Subject: Development, Planning and Community Services

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: Development and Planning
Staff Contact: Darren Charters, Director of Community, Engineering, Development & Planning
Topic Overview: This report is intended to serve as an update to Council and the public regarding the various Development, Planning and Community Services. The current project updates are as follows:

BACKGROUND INFORMATION:

Development and Planning

22 University Drive (New Rec Centre)

- All Permits Issued

167 Country Rd (Crematorium)

- New Permit Issued for Site Development
- New Site Plan approved

101 Healthcare Crescent (CB Acute Care Hospital)

- Conditional Occupancy Issued
- Small Outstanding issues being addressed
- Building is scheduled to be occupied by Spring to Summer of 2024

106 West Street (Western Star Building – Conversion to Apartment Building)

- Construction is well underway

1 Mount Bernard Avenue (Sobeys)

- Interior Renovation
- Permits Issued
- Work nearing completion

8 Grenfell Drive (Gas Station/Fast Food)

- Foundation Permit Issued
- Site and Foundation work progressing

71 Humber Rd – Partially Vacant Building

- Major Renovation proposed
- 6 Unit Apartment Building and 1 Commercial Space
- All Permits issued

1 Ariceen Place (Murphy Brothers – New Industrial Building)

- Permits Issued
- Work progressing

16 Confederation Drive (McDonalds)

- Major renovation and Extension
- Permits Issued

22 Confederation Drive (Western Motorsports)

- Permits Issued
- Occupancy expected soon

49 Confederation Drive (Mitsubishi Dealership)

- Permits Issued
- Occupancy expected soon

New IMSP and Development Regulations

- Consultant has now met with Council and will compile final amendment to the plan and Regulations.

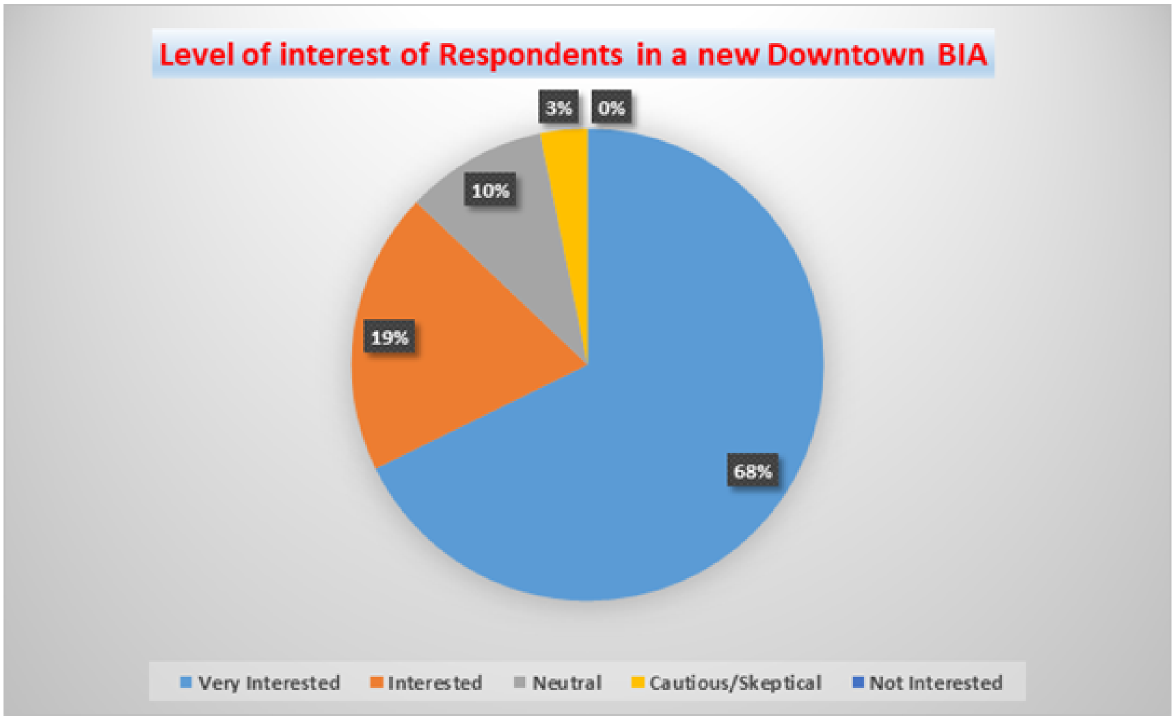
Accessibility Plan

- Staff have developed a working group to develop a new Accessibility Plan
- Will format plan according to Provincial guidelines and plan templates.
- To work closely with the Accessibility Committee, Council, the public, and other stakeholder groups.

Business Development

Downtown Business Improvement Association (BIA)

- A more detailed survey is underway with downtown businesses. 35 businesses have completed the survey with the following results



- A strategy document is also being prepared highlighting the immediate priority areas for the new BIA
- Staff is working with Downtown Atlantic Canada and Downtown St. John's to utilize their experience and suggestions

New Economic development program

- A new economic development program is being developed exclusively for indigenous youth persons (<35 years) in the City
- The draft program is nearly complete
- Staff recently met with Navigate to discuss how the City can work more closely on mutually beneficial projects / programs.

Assistance for Women Entrepreneurs of Small or Medium Enterprises (AWESOME)

- Eight (8) businesses have been approved so far under this program
- We encourage anyone interested in the program to reach out to our Business Development officer for program details

<u>Sustainable Development</u>

Christmas Garbage Drop Off

- Bins will be set up at the Civic Centre from Wednesday, December 27th to Saturday, December30th for extra household waste.
- Contractor will be monitoring the site to ensure bins are emptied when required or adding extra bins if necessary

Christmas Tree Collection

- Staff are developing social media posts
- Collection will begin on Monday, January 8th (Day 4) and will conclude at the end of the week on Friday, January 12th (Day 3).

Grenfell Policy Class

- Staff are working with Grenfell to explore the development of sustainability policies intended to further the sustainability goals of the City.
- Topics being explored include:
  - Storm Water Management
  - Glass recycling
  - Bee keeping
  - Tree planting
- Course to begin in January of 2024

2 Billion Trees Project

- Working alongside associates from the forestry program at Memorial University and a sociologist from Laurentian University to prepare a public survey to understand the thoughts, perceptions, and co-benefits of urban forests in Corner Brook.
- The results to provide a better picture of the degree of knowledge of urban forests.
- Allow for improvement in educating, encouraging, and empowering residents through the program to participate in tree planting initiatives and providing access to these forested areas to improve mental and physical well-being.

12 Days of Sustainability

- Making 12 posts about different ways residents can be more sustainable with their Christmas shopping and gift-giving this season.
- Example topics include:
  - Benefits of textiles vs. wrapping paper
  - Benefits of shopping local
  - Real trees vs. artificial trees

Transit Digital Payment System (M-Card)

- The new digital payment system uses a reloadable smart card (The M-Card) to pay your fare for transit rides. The M-Cards are now available at the City Hall Customer Service Desk.
- For more information please visit: https://www.cornerbrook.com/transit-m-card/

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City Manager

Information Report (IR)

Subject: Finance & Administration Update

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: Finance and Administration
Staff Contact: Sievendra Maistry, Director of Finance and Administration
Topic Overview:
Attachments:
Income Report - November 30, 2023
Expense Report - November 30, 2023
Total Accounts Receivable - November 30, 2023
Accounts over $5,000 - November 30, 2023
Accounts over 365 Days - November 30, 2023
Business Taxes Outstanding - November 30, 2023

BACKGROUND INFORMATION:

Financial Report for the year to date 30 November 2023

REVENUES:

Total revenues for the 11 months to November 2023 amounted to $36,706,899 versus a full year budget of $37,414,835. Payments for the last quarter for Gas Tax, PSAP, CB Paper & Pulp Grant in Lieu of are still to be received by the City.

EXPENSES:

Total expenses up to November 2023 amounted to $29,733,048 versus a full year budget of $37,414,835.

Row Labels	Sum of YTD ACTUAL NOV	Sum of FULL YEAR BUDGET
General Government	7,447,574	12,528,755
Community engineering, planning and development	1,689,851	2,092,850
Protective services	4,972,369	5,386,400
Public Works	6,775,119	7,244,450
Water and waste water	5,256,505	6,005,650
Parks and recreation	3,591,030	4,156,730
Grand Total	**29,733,048**	**37,414,835**

ACCOUNTS RECEIVABLE:

Total Outstanding Receivables amounted to $3,3M broken down as follows:

YEAR	CURRENT	PRIOR
Property	$1.5M	$1.3M
Business	$ 353K	$216K
TOTAL	**$1.8M**	**$1.5M**

Director of Finance and Administration Approved - 06 Dec 2023
Administrative Assistant Approved - 06 Dec 2023

City Manager

Income Statement Detail - Revenues 2023

City of Corner Brook

	November 2023 BUDGET	November 2023 ACTUAL	MTD VARIANCE	November 2023 YTD BUDGET	November 2023 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Tax revenues, Municipal tax residential	$0	$70	$70	$14,270,500	$14,235,255	($35,245)	$14,270,500	($35,245)
Tax revenues, Unit charge residential	0	-690	-690	4,686,550	4,691,522	4,972	4,686,550	4,972
Tax revenues, Water levy residential	0	0	0	0	0	0	0	0
Tax revenues, Sewer levy residential	0	0	0	932,200	932,000	-200	932,200	-200
Gross Residential Tax	0	-620	-620	19,889,250	19,858,777	-30,473	19,889,250	-30,473
Tax revenues, Municipal tax commercial	0	0	0	3,825,000	3,837,627	12,627	3,825,000	12,627
Tax revenues, Unit charge commercial	0	0	0	600,285	602,690	2,405	600,285	2,405
Tax revenues, Water levey commercial	0	0	0	0	0	0	0	0
Tax revenues, Sewer levy commercial	0	0	0	98,500	98,000	-500	98,500	-500
Gross Commerical Tax	0	0	0	4,523,785	4,538,317	14,532	4,523,785	14,532
Gross Property Tax	0	-620	-620	24,413,035	24,397,094	-15,941	24,413,035	-15,941
Tax revenues, Seniors discount	0	-5,051	-5,051	-160,000	-185,943	-25,943	-160,000	-25,943
Tax revenues, Municipal tax discount	0	-59	-59	-190,000	-193,391	-3,391	-190,000	-3,391
Tax revenues, New Home Incentives Discount	0	0	0	0	0	0	0	0
Total Property Tax Discounts	0	-5,110	-5,110	-350,000	-379,334	-29,334	-350,000	-29,334
Net Property Tax	**0**	**-5,730**	**-5,730**	**24,063,035**	**24,017,760**	**-45,275**	**24,063,035**	**-45,275**
Tax revenues, Business tax levy	0	-949	-949	5,459,900	5,494,165	34,265	5,459,900	34,265
Tax revenues, Business tax discount	0	0	0	-32,000	-33,444	-1,444	-32,000	-1,444
Tax revenues, Business credit - COVID	0	0	0	0	0	0	0	0
Tax revenues, Business Restoration credit	0	0	0	-30,000	-18,521	11,479	-30,000	11,479
Tax revenues, Business tax surcharge	0	0	0	0	0	0	0	0
Business Tax	0	-949	-949	5,397,900	5,442,200	44,300	5,397,900	44,300
Tax revenues, Poll tax	0	0	0	0	0	0	0	0
Tax revenues, School water levy	0	0	0	0	0	0	0	0
Tax revenues, Meter supply levy	7,474	0	-7,474	739,926	445,137	-294,789	747,400	-302,263
Other Taxes	7,474	0	-7,474	739,926	445,137	-294,789	747,400	-302,263
Utility tax, NF Power	0	0	0	887,400	886,421	-979	887,400	-979
Utility tax, Matrix	0	0	0	0	0	0	0	0
Utility tax, Aliant	0	0	0	239,700	210,007	-29,693	239,700	-29,693
Utility tax, Rogers	0	0	0	86,700	86,649	-51	86,700	-51
Utility tax, Telus	0	0	0	21,500	20,316	-1,185	21,500	-1,185
Utility tax, Other	0	0	0	4,100	3,266	-834	4,100	-834
Utility Taxes	0	0	0	1,239,400	1,206,659	-32,742	1,239,400	-32,742
Contributions, Federal Govt	0	0	0	154,100	109,611	-44,489	154,100	-44,489
Contributions, Prov of NL	0	83,026	83,026	166,100	166,053	-47	166,100	-47
Contributions, Prov of NL- Debt	0	0	0	0	0	0	0	0
Contributions, CBC	0	0	0	5,000	5,224	224	5,000	224
Contributions, CBP&P Water	0	0	0	90,000	90,000	0	90,000	0
Contributions, CBP&P Grant	215,400	218,288	2,888	861,600	873,152	11,552	1,077,000	-203,848
Contributions, Contributions - Memorial Uni	0	0	0	239,900	239,861	-39	239,900	-39
Contributions, Secondary Fire	0	0	0	0	0	0	0	0
Contributions, Western Health	0	0	0	0	0	0	0	0
Contributions, Federal Gas Tax Program	0	0	0	896,600	485,675	-410,925	896,600	-410,925
Contributions	215,400	301,314	85,914	2,413,300	1,969,576	-443,726	2,628,700	-659,126

Income Statement Detail - Revenues 2023

City of Corner Brook

	November 2023 BUDGET	November 2023 ACTUAL	MTD VARIANCE	November 2023 YTD BUDGET	November 2023 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Permits and licenses, Mobile vending	220	1,263	1,043	1,980	2,076	96	2,200	-124
Permits and licenses, Dog Licenses	150	81	-69	1,650	1,337	-313	1,800	-463
Permits and licenses, Bldg Permits	10,000	8,539	-1,461	109,500	84,148	-25,352	117,500	-33,352
Permits and licenses, Parking Meter Collections	3,960	8,728	4,768	35,640	35,126	-514	39,600	-4,474
Permits and licenses, Impounding charges	0	0	0	1,050	875	-175	1,400	-525
Permits and licenses, Taxi Licenses	0	375	375	6,500	5,925	-575	6,500	-575
Permits and licenses, Develop application	470	2,300	1,830	4,230	14,725	10,495	4,700	10,025
Permits and licenses, Compliance Letters	1,372	2,300	928	32,928	26,600	-6,328	34,300	-7,700
Permits and licenses, Occupancy Permits	0	0	0	0	0	0	0	0
Permits & Licenses	16,172	23,586	7,414	193,478	170,812	-22,665	208,000	-37,187
Fines/Tickets, Parking tickets	1,250	175	-1,075	13,750	2,755	-10,995	15,000	-12,245
Fines/Tickets, Parking tickets - Courts	2,917	610	-2,307	32,087	16,417	-15,670	35,000	-18,583
Fines/Tickets, Municipal ticketing	0	135	135	750	510	-240	1,000	-490
Fines & Tickets	4,167	920	-3,247	46,587	19,682	-26,905	51,000	-31,318
Interest, Tax Interest	22,200	15,530	-6,670	347,800	430,169	82,369	370,000	60,169
Interest, Bank Interest	7,200	0	-7,200	112,800	623,833	511,033	120,000	503,833
Interest	29,400	15,530	-13,870	460,600	1,054,002	593,402	490,000	564,002
Facility Rentals, Curling Club Rental	0	0	0	12,800	12,000	-800	12,800	-800
Facility Rentals, Curling Club Electricity	3,133	5,127	1,994	15,665	22,420	6,755	18,800	3,620
Facility Rentals, City Hall Rental	16,667	16,472	-195	183,337	181,197	-2,140	200,000	-18,803
Facility Rental, Rotary Arts	0	0	0	0	2,175	2,175	0	2,175
Facility Rentals	19,800	21,599	1,800	211,802	217,792	5,990	231,600	-13,808
Facility Agreement - 911 PSAP	0	227,178	227,178	673,050	680,696	7,646	897,400	-216,704
Civic Centre, Ice Rental	77,420	19,930	-57,490	508,760	517,580	8,820	553,000	-35,420
Civic Centre, Room Rental Civic Centre	4,000	1,403	-2,598	36,000	22,742	-13,258	40,000	-17,258
Civic Centre, Annex Rental	1,083	3,500	2,417	11,913	12,303	390	13,000	-697
Civic Centre, Skybox	0	7,000	7,000	5,300	15,700	10,400	5,300	10,400
Civic Centre, Studio Rec. Usage	5,417	6,677	1,260	59,587	94,713	35,126	65,000	29,713
Civic Centre, Catering	21,857	0	-21,857	131,142	41,708	-89,434	153,000	-111,292
Civic Centre, Concessions	833	1,000	167	9,163	16,996	7,833	10,000	6,996
Civic Centre, Holding Seats	0	3,660	3,660	7,000	5,100	-1,900	7,000	-1,900
Civic Centre, Indoor Advertising	12,000	6,590	-5,410	48,000	51,725	3,725	60,000	-8,275
Civic Centre, Outdoor Advertising	0	888	888	10,500	8,647	-1,853	14,000	-5,353
Civic Centre, Leases Civic Centre	10,250	9,856	-394	112,750	109,171	-3,579	123,000	-13,829
Civic Centre, Security	292	420	128	3,212	1,430	-1,782	3,500	-2,070
Civic Centre, Electricity	333	188	-145	3,663	2,337	-1,326	4,000	-1,663
Civic Centre, Building Maintenance	0	0	0	0	0	0	0	0
Civic Centre, Special Events	21,429	0	-21,429	128,574	110,232	-18,342	150,000	-39,768
Civic Centre, Home Show	0	0	0	0	0	0	0	0
Civic Centre, Royals Hockey Games	4,500	77,320	72,820	22,500	227,137	204,637	27,000	200,137
Civic Centre, Royals Settlement	0	0	0	0	0	0	0	0
Civic Centre, General Skating	2,500	3,326	826	12,500	15,927	3,427	15,000	927
Civic Centre, Silver Blades	0	0	0	8,500	14,254	5,754	8,500	5,754
Civic Centre, Sponsorship - Hospitality NL	0	0	0	0	0	0	0	0
Civic Centre, Misc Revenue	1,083	1,001	-82	11,913	3,821	-8,092	13,000	-9,179

Income Statement Detail - Revenues 2023

City of Corner Brook

	November 2023 BUDGET	November 2023 ACTUAL	MTD VARIANCE	November 2023 YTD BUDGET	November 2023 YTD ACTUAL	YTD VARIANCE	ANNUAL BUDGET	REMAINING BUDGET
Civic Centre	162,997	142,759	-20,238	1,130,977	1,271,523	140,545	1,264,300	7,222
Land Revenues, Sales - Land	0	0	0	26,250	8,800	-17,450	35,000	-26,200
Land Revenues, Land Leases	2,325	372	-1,953	25,575	6,697	-18,878	27,900	-21,203
Land Reserves	2,325	372	-1,953	51,825	15,497	-36,328	62,900	-47,403
Revenue from Reserves, Cap Rev fr reserves	0	0	0	0	0	0	0	0
Revenue from Reserves, Oper Rev fr reserves	0	0	0	0	0	0	0	0
Revenue from Reserves	0	0	0	0	0	0	0	0
Fees, Tax Certificates	2,292	3,000	708	25,212	27,500	2,288	27,500	0
Fees, Tender documents	0	0	0	0	0	0	0	0
Fees, Appeal fees	183	0	-183	2,013	-175	-2,188	2,200	-2,375
Fees, Insurance User Groups	0	0	0	0	313	313	0	313
Fees	2,475	3,000	525	27,225	27,638	413	29,700	-2,062
Park revenue, Summer Program	0	0	0	0	0	0	0	0
Park revenue, Corner Brook Day Revenue	0	0	0	0	0	0	0	0
Park revenue, Field Rentals	0	-403	-403	16,200	13,748	-2,453	16,200	-2,453
Park revenue, Ball Field Lighting	0	1,945	1,945	16,000	18,896	2,896	16,000	2,896
Park revenue, Canada Day Revenue	0	0	0	12,000	0	-12,000	12,000	-12,000
Park revenue, Misc Revenue	0	0	0	0	0	0	0	0
Park & Recreation Revenue	0	1,542	1,543	44,200	32,644	-11,557	44,200	-11,557
Misc revenue, Garbage tags	0	47	47	750	827	77	1,000	-173
Misc revenue, Tipping fees	0	0	0	0	0	0	0	0
Misc revenue, Bus Passes	0	1,771	1,771	0	24,524	24,524	0	24,524
Misc revenue, Bus Shelter Advertising	1,250	0	-1,250	13,750	7,275	-6,475	15,000	-7,725
Misc revenue, Recycling metal	0	0	0	0	0	0	0	0
Misc revenue, Train revenue	0	327	327	42,000	48,908	6,908	42,000	6,908
Misc revenue, Rounding	0	0	0	0	0	0	0	0
Misc revenue, Misc Revenue	0	184	184	1,300	58,713	57,413	1,300	57,413
Misc revenue, Vendor Discounts	0	0	0	0	0	0	0	0
Misc revenue, Vendor Tables- City Hall	0	0	0	0	3,192	3,192	0	3,192
Misc Revenue	1,250	2,329	1,078	57,800	143,439	85,638	59,300	84,138
Total Revenues	**461,460**	**733,450**	**271,990**	**36,751,105**	**36,715,057**	**-36,051**	**37,414,835**	**-699,781**

City of Corner Brook
For the Eleven Months Ending November 30, 2023

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
Council, Salary	$16,108	$16,310	($202)	$177,192	$179,410	($2,218)	$193,300	$13,890
Council, Group Insurance	958	1,430	-472	10,542	15,780	-5,238	11,500	-4,280
Council, CPP/EI/WCB/HAPSET	1,350	1,491	-141	14,850	16,405	-1,555	16,200	-205
Council, Business Travel	1,000	2,470	-1,470	11,000	11,527	-527	12,000	473
Council, Meeting expenses	833	0	833	9,167	1,088	8,078	10,000	8,912
Council, Public Receptions	417	0	417	4,583	831	3,752	5,000	4,169
Council, Office supplies	167	0	167	1,833	69	1,765	2,000	1,931
Council, Other supplies	83	0	83	917	0	917	1,000	1,000
Council, Promo materials	333	0	333	3,667	4,354	-687	4,000	-354
Council, Subscriptions	50	0	50	550	0	550	600	600
Council, Advertising	917	0	917	10,083	3,339	6,745	11,000	7,661
Council, Donations	292	640	-348	3,208	3,142	66	3,500	358
Council, Registration fees	250	0	250	2,750	5,422	-2,672	3,000	-2,422
Council, Telephone	42	0	42	458	750	-292	500	-250
Council, Cell phone	42	0	42	458	344	114	500	156
Council, Election	0	0	0	0	-275	275	0	275
Council, Municipal Associations	1,667	0	1,667	18,333	4,832	13,502	20,000	15,168
Council, Staff recognition	83	0	83	917	1,836	-919	1,000	-836
Council, Membership fees	42	0	42	458	0	458	500	500
Council, Conference fees	50	0	50	550	95	455	600	505
Council, Municipal Awareness Day	208	0	208	2,292	2,492	-200	2,500	8
Council, Local appeal board	208	0	208	2,292	0	2,292	2,500	2,500
Total Council	25,100	22,341	2,758	276,100	251,441	24,660	301,200	49,760
Early Retirees, Salary	2,000	0	2,000	22,000	60,000	-38,000	24,000	-36,000
Early Retirees, Group Insurance	158	0	158	1,738	340	1,398	1,900	1,560
Early Retirees, CPP/EI/WCB/HAPSET	142	0	142	1,562	4,887	-3,325	1,700	-3,187
Total Early Retirees	2,300	0	2,300	25,300	65,227	-39,927	27,600	-37,627
CM Admin, Salary	33,617	43,933	-10,316	369,783	322,954	46,829	403,400	80,446
CM Admin, Overtime	0	0	0	0	683	-683	0	-683
CM Admin, Vacation	2,992	1,989	1,002	32,908	64,508	-31,600	35,900	-28,608
CM Admin, Sick	750	3,583	-2,833	8,250	56,802	-48,552	9,000	-47,802
CM Admin, Group Insurance	1,475	1,630	-155	16,225	12,466	3,759	17,700	5,234
CM Admin, Pension	2,400	3,303	-903	26,400	29,989	-3,589	28,800	-1,189
CM Admin, CPP/EI/WCB/HAPSET	3,200	3,121	79	35,200	39,357	-4,157	38,400	-957
CM Admin, Business Travel	100	-245	345	1,100	6,577	-5,477	1,200	-5,377
CM Admin, Furniture and Equip	42	0	42	458	0	458	500	500
CM Admin, Maint supplies	0	0	0	0	267	-267	0	-267
CM Admin, Meeting expenses	42	35	7	458	372	87	500	128
CM Admin, Office supplies	208	42	166	2,292	4,287	-1,995	2,500	-1,787
CM Admin, Other supplies	83	69	14	917	173	743	1,000	827
CM Admin, Document Mgmt	1,000	0	1,000	11,000	17,602	-6,602	12,000	-5,602
CM Admin, Photocopier expenses	333	0	333	3,667	2,420	1,246	4,000	1,580
CM Admin, Subscriptions	0	0	0	0	842	-842	0	-842
CM Admin, Advertising	0	0	0	0	466	-466	0	-466

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
CM Admin, Registration fees	125	-925	1,050	1,375	810	565	1,500	690
CM Admin, Cell phone	167	0	167	1,833	2,298	-464	2,000	-298
CM Admin, Postage/Courier	500	904	-404	5,500	5,904	-404	6,000	96
CM Admin, Special Projects	4,167	4,171	-5	45,833	16,229	29,604	50,000	33,771
CM Admin, Membership fees	125	0	125	1,375	906	469	1,500	594
CM Admin, Conference fees	167	0	167	1,833	2,056	-222	2,000	-56
CM Admin, Training	167	0	167	1,833	1,443	390	2,000	557
CM Admin, Consulting fees	3,750	0	3,750	41,250	33,979	7,271	45,000	11,021
Total City Manager Admin	55,410	61,610	-6,203	609,490	623,390	-13,897	664,900	41,511
Total City Manager	55,410	61,610	-6,203	609,490	623,390	-13,897	664,900	41,511
F&A Admin, Salary	13,350	19,540	-6,190	146,850	153,161	-6,311	160,200	7,039
F&A Admin, Vacation	1,192	305	888	13,112	6,206	6,906	14,300	8,094
F&A Admin, Sick	300	711	-411	3,300	4,869	-1,569	3,600	-1,269
F&A Admin, Other leave	0	0	0	0	203	-203	0	-203
F&A Admin, Group Insurance	575	527	49	6,325	4,227	2,098	6,900	2,673
F&A Admin, Pension	1,100	1,233	-133	12,100	9,866	2,234	13,200	3,334
F&A Admin, CPP/EI/WCB/HAPSET	1,275	1,024	251	14,025	14,710	-685	15,300	590
F&A Admin, Business Travel	1,083	0	1,083	11,913	0	11,913	13,000	13,000
F&A Admin, Office supplies	1,917	1,922	-5	21,087	21,277	-190	23,000	1,723
F&A Admin, Other supplies	0	0	0	0	1,353	-1,353	0	-1,353
F&A Admin, Photocopier expenses	192	320	-128	2,112	8,876	-6,764	2,300	-6,576
F&A Admin, Subscriptions	433	0	433	4,763	4,526	237	5,200	674
F&A Admin, Telephone	2,627	452	2,175	28,897	26,516	2,381	31,520	5,004
F&A Admin, Cell phone	283	0	283	3,113	1,520	1,593	3,400	1,880
F&A Admin, Postage/Courier	933	10,464	-9,531	10,263	18,552	-8,289	11,200	-7,352
F&A Admin, Membership fees	875	0	875	9,625	5,670	3,956	10,500	4,831
F&A Admin, Training	333	0	333	3,663	4,229	-566	4,000	-229
F&A Admin, Insurance Claims Deductible	1,667	0	1,667	18,337	24,391	-6,054	20,000	-4,391
F&A Admin, Assessment fees	0	0	0	242,100	242,060	40	242,100	40
F&A Admin, Audit fees	0	0	0	45,000	48,317	-3,317	45,000	-3,317
F&A Admin, Consulting fees	3,500	2,774	726	38,500	26,177	12,323	42,000	15,823
F&A Admin, Insurance	22,500	23,426	-926	247,500	259,984	-12,484	270,000	10,016
F&A Admin, Legal fees	575	1,256	-681	6,325	17,364	-11,039	6,900	-10,464
F&A Admin, Local appeal board	292	0	292	3,212	4,916	-1,704	3,500	-1,416
Total Finance & Admin	55,002	63,954	-8,951	892,122	908,970	-16,848	947,120	38,150
F&A HR, Salary	26,558	36,615	-10,057	292,142	264,358	27,784	318,700	54,342
F&A HR, Overtime	192	174	18	2,108	1,707	401	2,300	593
F&A HR, Vacation	2,375	1,894	481	26,125	35,841	-9,716	28,500	-7,341
F&A HR, Sick	592	2,275	-1,683	6,508	26,115	-19,607	7,100	-19,015
F&A HR, Other leave	0	0	0	0	726	-726	0	-726
F&A HR, Group Insurance	1,225	1,782	-557	13,475	14,346	-871	14,700	354
F&A HR, Pension	1,783	2,456	-672	19,617	19,706	-90	21,400	1,694

City of Corner Brook
For the Eleven Months Ending November 30, 2023

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
F&A HR, Severance	4,167	0	4,167	45,833	0	45,833	50,000	50,000
F&A HR, CPP/EI/WCB/HAPSET	3,100	3,168	-68	34,100	36,614	-2,514	37,200	586
F&A HR, Safety Program	208	0	208	2,292	0	2,292	2,500	2,500
F&A HR, City Equip	525	0	525	5,775	4,223	1,553	6,300	2,078
F&A HR, HR Program	1,100	0	1,100	12,100	12,209	-109	13,200	991
F&A HR, Staff Social Events	0	4,809	-4,809	0	4,530	-4,530	5,000	470
F&A HR, Recruitment	833	576	257	9,163	41,022	-31,859	10,000	-31,022
F&A HR, Staff Recognition	200	0	200	2,200	5,347	-3,147	2,400	-2,947
F&A HR, Training	1,367	0	1,367	15,037	9,652	5,385	16,400	6,748
F&A HR, Medicals	83	50	33	913	595	318	1,000	405
Total F&A HR	44,308	53,799	-9,491	487,388	476,991	10,396	536,700	59,708
F&A Treasury, Salary	22,625	31,821	-9,196	248,875	218,158	30,717	271,500	53,342
F&A Treasury, Overtime	167	0	167	1,837	1,746	91	2,000	254
F&A Treasury, Vacation	2,025	1,779	246	22,275	34,180	-11,905	24,300	-9,880
F&A Treasury, Sick	508	1,167	-659	5,588	14,412	-8,824	6,100	-8,312
F&A Treasury, Group Insurance	1,100	1,512	-412	12,100	10,741	1,359	13,200	2,459
F&A Treasury, Pension	1,517	2,097	-580	16,687	15,199	1,488	18,200	3,001
F&A Treasury, CPP/EI/WCB/HAPSET	2,842	3,102	-260	31,262	29,896	1,366	34,100	4,204
Total F&A Treasury	30,784	41,478	-10,695	338,624	324,332	14,292	369,400	45,068
F&A IT, Salary	14,433	20,862	-6,428	158,767	156,394	2,372	173,200	16,806
F&A IT, Overtime	217	0	217	2,383	3,399	-1,015	2,600	-799
F&A IT, Vacation	1,300	348	952	14,300	16,857	-2,557	15,600	-1,257
F&A IT, Sick	325	595	-270	3,575	3,683	-108	3,900	217
F&A IT, Group Insurance	467	370	96	5,133	4,226	907	5,600	1,374
F&A IT, Pension	967	1,344	-378	10,633	10,679	-46	11,600	921
F&A IT, CPP/EI/WCB/HAPSET	1,825	1,831	-6	20,075	20,296	-221	21,900	1,604
F&A IT, Comp software maint	17,267	7,149	10,118	189,933	179,937	9,996	207,200	27,263
F&A IT, Comp network costs	1,367	0	1,367	15,033	11,467	3,567	16,400	4,933
Total F&A IT	38,168	32,499	5,668	419,832	406,938	12,896	458,000	51,062
F&A CSR, Salary	7,700	9,643	-1,943	84,700	68,644	16,056	92,400	23,756
F&A CSR, Overtime	417	79	338	4,587	2,278	2,309	5,000	2,722
F&A CSR, Vacation	725	199	526	7,975	8,742	-767	8,700	-42
F&A CSR, Sick	183	887	-704	2,013	14,471	-12,458	2,200	-12,271
F&A CSR, Group Insurance	225	247	-22	2,475	1,987	488	2,700	713
F&A CSR, Pension	517	655	-138	5,687	5,609	78	6,200	591
F&A CSR, CPP/EI/WCB/HAPSET	1,083	1,414	-331	11,913	11,375	538	13,000	1,625
Total F&A CSR	10,850	13,124	-2,275	119,350	113,106	6,244	130,200	17,094
F&A Land, Salary	5,742	8,536	-2,794	63,158	61,877	1,282	68,900	7,023

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
F&A Land, Vacation	508	0	508	5,592	8,095	-2,503	6,100	-1,995
F&A Land, Sick	125	294	-169	1,375	673	702	1,500	827
F&A Land, Group Insurance	117	244	-127	1,283	1,965	-681	1,400	-565
F&A Land, Pension	383	530	-147	4,217	4,239	-22	4,600	361
F&A Land, CPP/EI/WCB/HAPSET	642	555	87	7,058	7,951	-893	7,700	-251
F&A Land, Professional fees	1,250	100	1,150	13,750	3,109	10,641	15,000	11,891
Total F&A Land	8,767	10,259	-1,493	96,433	87,909	8,526	105,200	17,292
F&A Legal, Salary	6,933	8,882	-1,949	76,263	74,609	1,654	83,200	8,591
F&A Legal, Vacation	617	1,776	-1,159	6,787	8,527	-1,740	7,400	-1,127
F&A Legal, Sick	150	0	150	1,650	2,132	-482	1,800	-332
F&A Legal, Group Insurance	142	133	9	1,562	1,060	502	1,700	640
F&A Legal, Pension	458	640	-182	5,038	5,116	-78	5,500	384
F&A Legal, CPP/EI/WCB/HAPSET	667	222	445	7,337	8,298	-961	8,000	-298
Total F&A Legal	8,967	11,653	-2,686	98,637	99,742	-1,104	107,600	7,859
Total Finance & Administration	196,846	226,766	-29,923	2,452,386	2,417,988	34,401	2,654,220	236,233
CEDP Admin, Salary	16,542	23,410	-6,869	181,958	176,554	5,405	198,500	21,946
CEDP Admin, Overtime	83	0	83	917	1,819	-903	1,000	-819
CEDP Admin, Vacation	1,475	164	1,311	16,225	17,381	-1,156	17,700	319
CEDP Admin, Sick	367	997	-631	4,033	7,870	-3,837	4,400	-3,470
CEDP Admin, Group Insurance	700	962	-262	7,700	7,753	-53	8,400	647
CEDP Admin, Pension	1,100	1,587	-487	12,100	12,330	-230	13,200	870
CEDP Admin, CPP/EI/WCB/HAPSET	1,675	1,524	151	18,425	18,700	-275	20,100	1,400
CEDP Admin, Business Travel	2,083	0	2,083	22,917	16,320	6,596	25,000	8,680
CEDP Admin, Maint supplies	0	0	0	0	1,514	-1,514	0	-1,514
CEDP Admin, Meeting expenses	0	0	0	0	93	-93	0	-93
CEDP Admin, Office supplies	1,250	239	1,011	13,750	15,651	-1,901	15,000	-651
CEDP Admin, Other supplies	0	0	0	0	100	-100	0	-100
CEDP Admin, Photocopier expenses	333	0	333	3,667	3,919	-253	4,000	81
CEDP Admin, Subscriptions	292	0	292	3,208	5,720	-2,511	3,500	-2,220
CEDP Admin, Advertising	0	2,155	-2,155	0	2,317	-2,317	0	-2,317
CEDP Admin, Registration fees	0	0	0	0	68	-68	0	-68
CEDP Admin, Cell phone	500	0	500	5,500	3,912	1,588	6,000	2,088
CEDP Admin, Postage/Courier	0	40	-40	0	326	-326	0	-326
CEDP Admin, Membership fees	0	0	0	0	664	-664	0	-664
CEDP Admin, Conference fees	0	0	0	0	1,011	-1,011	0	-1,011
CEDP Admin, Training	333	0	333	3,667	3,616	50	4,000	384
CEDP Admin, Consulting fees	2,083	0	2,083	22,917	19,362	3,555	25,000	5,638
CPD Admin, Comp software maint	1,667	17,937	-16,271	18,333	19,727	-1,393	20,000	273
Total CEDP Admin	30,483	49,015	-18,532	335,317	336,727	-1,411	365,800	29,073
CEDP Planning, Salary	9,958	6,317	3,641	109,542	67,948	41,594	119,500	51,553

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
CEDP Planning, Overtime	125	98	27	1,375	282	1,093	1,500	1,218
CEDP Planning, Vacation	900	98	802	9,900	5,122	4,778	10,800	5,678
CEDP Planning, Sick	225	458	-233	2,475	4,729	-2,254	2,700	-2,029
CEDP Planning, Group Insurance	217	354	-137	2,383	3,143	-759	2,600	-543
CEDP Planning, Pension	667	412	254	7,333	4,674	2,659	8,000	3,326
CEDP Planning, CPP/EI/WCB/HAPSET	1,250	825	425	13,750	9,276	4,474	15,000	5,724
CEDP Planning, Advertising	83	0	83	917	0	917	1,000	1,000
CEDP Planning, Special Projects	8,333	0	8,333	91,667	4,596	87,071	100,000	95,404
CEDP Planning, Professional fees	417	0	417	4,583	400	4,183	5,000	4,600
Total CEDP Planning	22,175	8,562	13,612	243,925	100,170	143,755	266,100	165,930
CEDP Bldg Inspect, Salary	25,417	39,284	-13,867	279,583	249,044	30,540	305,000	55,956
CEDP Bldg Inspect, Overtime	417	88	329	4,583	7,025	-2,441	5,000	-2,025
CEDP Bldg Inspect, Vacation	2,300	811	1,489	25,300	32,153	-6,853	27,600	-4,553
CEDP Bldg Inspect, Sick	575	5,483	-4,908	6,325	7,270	-945	6,900	-370
CEDP Bldg Inspect, Other leave	0	0	0	0	711	-711	0	-711
CEDP Bldg Inspect, Group Insurance	808	1,294	-486	8,892	8,046	845	9,700	1,654
CEDP Bldg Inspect, Pension	1,700	2,377	-677	18,700	16,202	2,498	20,400	4,198
CEDP Bldg Inspect, CPP/EI/WCB/HAPSET	3,125	4,370	-1,245	34,375	33,426	949	37,500	4,074
CEDP Bldg Inspect, City Equip	1,000	0	1,000	11,000	14,157	-3,157	12,000	-2,157
Total Building Inspection	35,342	53,707	-18,366	388,758	368,034	20,726	424,100	56,067
CEDP Business, Salary	6,558	9,135	-2,577	72,142	71,014	1,127	78,700	7,686
CEDP Business, Vacation	583	0	583	6,417	4,760	1,657	7,000	2,240
CEDP Business, Sick	150	962	-812	1,650	5,000	-3,350	1,800	-3,200
CEDP Business, Group Insurance	283	397	-113	3,117	3,189	-72	3,400	211
CEDP Business, Pension	442	606	-164	4,858	4,847	12	5,300	453
CEDP Business, CPP/EI/WCB/HAPSET	658	251	408	7,242	8,204	-962	7,900	-304
CEDP Business, Business Travel	250	0	250	2,750	1,975	775	3,000	1,025
CEDP Business, Promo materials	167	0	167	1,833	0	1,833	2,000	2,000
CEDP Business, Advertising	167	0	167	1,833	0	1,833	2,000	2,000
CEDP Business, Cell phone	63	0	63	688	459	228	750	291
CEDP Business, Special Projects	167	0	167	1,833	1,660	173	2,000	340
CEDP Business, Membership fees	250	0	250	2,750	2,561	189	3,000	439
CEDP Business, Conference fees	208	0	208	2,292	2,597	-305	2,500	-97
CEDP Business, Business Faciliating	417	0	417	4,583	3,519	1,064	5,000	1,481
Total Business Resource Centre	10,363	11,351	-987	113,988	109,785	4,202	124,350	14,565
CEDP - Sust Develop, Salary	3,875	5,671	-1,796	42,625	36,959	5,666	46,500	9,541
CEDP - Sust Develop, Overtime	0	0	0	0	444	-444	0	-444
CEDP - Sust Develop, Vacation	342	0	342	3,762	1,664	2,098	4,100	2,436
CEDP - Sust Develop, Sick	83	348	-265	913	770	143	1,000	230
CEDP - Sust Develop, Group Insurance	142	336	-194	1,562	1,656	-94	1,700	44
CEDP - Sust Develop, Pension	258	361	-103	2,838	2,375	463	3,100	725
CEDP - Sust Develop, CPP/EI/WCB/HAPSET	542	713	-171	5,962	4,714	1,248	6,500	1,786
CEDP - Sust Develop, Compost Bins	0	-45	45	0	-1,000	1,000	0	1,000

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
CEDP - Sust Develop, Special Projects	2,083	450	1,633	22,913	-7,318	30,231	25,000	32,318
CEDP - Sust Develop, Recycling bins	417	0	417	4,587	0	4,587	5,000	5,000
CEDP - Sust Develop, Fall Leaf	167	0	167	1,837	0	1,837	2,000	2,000
CEDP - Sust Develop, Water conservation	250	0	250	2,750	0	2,750	3,000	3,000
CEDP - Sust Develop, Community Education	1,167	0	1,167	12,837	14,318	-1,481	14,000	-318
CEDP - Sust Develop, Green Team	333	0	333	3,663	-2,000	5,663	4,000	6,000
CEDP - Sust Develop, Clean up Corner Brook	417	0	417	4,587	6,693	-2,106	5,000	-1,693
Total Sustainable Development	10,076	7,834	2,242	110,836	59,275	51,561	120,900	61,625
CEDP - Eng, Salary	48,758	66,831	-18,073	536,342	476,798	59,544	585,100	108,302
CEDP - Eng, Overtime	0	234	-234	0	11,384	-11,384	0	-11,384
CEDP - Eng, Vacation	4,333	3,810	523	47,667	43,366	4,301	52,000	8,634
CEDP - Eng, Sick	1,083	2,434	-1,351	11,917	20,572	-8,656	13,000	-7,572
CEDP - Eng, Other leave	0	1,107	-1,107	0	1,937	-1,937	0	-1,937
CEDP - Eng, Group Insurance	2,175	3,020	-845	23,925	20,145	3,780	26,100	5,955
CEDP - Eng, Pension	3,250	4,529	-1,279	35,750	29,928	5,822	39,000	9,072
CEDP - Eng, CPP/EI/WCB/HAPSET	5,950	8,045	-2,095	65,450	64,838	612	71,400	6,562
CEDP - Eng, City Equip	2,125	0	2,125	23,375	20,253	3,122	25,500	5,247
Total Engineering	67,674	90,010	-22,336	744,426	689,221	55,204	812,100	122,880
CEDP - GIS, Salary	4,950	7,366	-2,416	54,450	56,658	-2,208	59,400	2,742
CEDP - GIS, Vacation	442	0	442	4,862	3,032	1,830	5,300	2,268
CEDP - GIS, Sick	108	254	-146	1,188	1,270	-82	1,300	30
CEDP - GIS, Group Insurance	258	363	-105	2,838	2,928	-90	3,100	172
CEDP - GIS, Pension	333	457	-124	3,663	3,658	5	4,000	342
CEDP - GIS, CPP/EI/WCB/HAPSET	617	911	-294	6,787	7,278	-491	7,400	122
CEDP - GIS, Professional fees	2,083	21,358	-19,275	22,913	23,313	-400	25,000	1,687
Total GIS	8,791	30,709	-21,918	96,701	98,137	-1,435	105,500	7,364
Total Community, Engineering, Development & Planning	184,904	251,188	-66,285	2,033,951	1,761,349	272,603	2,218,850	457,503
PS MEO, Salary	17,792	26,332	-8,540	195,708	175,491	20,217	213,500	38,009
PS MEO, Overtime	333	666	-333	3,667	10,642	-6,975	4,000	-6,642
PS MEO, Vacation	1,583	574	1,009	17,417	22,632	-5,215	19,000	-3,632
PS MEO, Sick	392	213	179	4,308	16,388	-12,079	4,700	-11,688
PS MEO, Other leave	0	0	0	0	1,492	-1,492	0	-1,492
PS MEO, Group Insurance	742	664	77	8,158	5,500	2,658	8,900	3,400
PS MEO, Pension	1,158	986	172	12,742	8,658	4,084	13,900	5,242
PS MEO, CPP/EI/WCB/HAPSET	2,267	3,384	-1,118	24,933	26,295	-1,361	27,200	905
PS MEO, Clothing/uniforms	292	1,144	-853	3,208	10,021	-6,813	3,500	-6,521
PS MEO, City Equip	1,917	185	1,731	21,083	10,686	10,398	23,000	12,314
PS MEO, Maint supplies	417	0	417	4,583	1,510	3,074	5,000	3,490

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PS MEO, Office supplies	375	823	-448	4,125	1,588	2,537	4,500	2,912
PS MEO, Inventory	208	0	208	2,292	0	2,292	2,500	2,500
PS MEO, Hired contractor	625	633	-8	6,875	8,202	-1,327	7,500	-702
PS MEO, Cell phone	167	0	167	1,833	3,247	-1,414	2,000	-1,247
PS MEO, Electrical	583	0	583	6,417	0	6,417	7,000	7,000
PS MEO, Membership fees	42	0	42	458	255	203	500	245
PS MEO, Training	333	0	333	3,667	2,457	1,210	4,000	1,543
PS MEO, Professional fees	292	0	292	3,208	828	2,380	3,500	2,672
Total Municipal Enforcement	29,518	35,604	-6,089	324,682	305,892	18,791	354,200	48,308
PS Animal, Overtime	0	0	0	0	210	-210	0	-210
PS Animal, Group Insurance	0	0	0	0	9	-9	0	-9
PS Animal, CPP/EI/WCB/HAPSET	0	0	0	0	14	-14	0	-14
PSAnimal, Electrical	0	422	-422	0	5,375	-5,375	0	-5,375
Total Animal Control	0	422	-422	0	5,608	-5,608	0	-5,608
Fire Admin, Salary	19,842	13,190	6,652	218,258	170,897	47,362	238,100	67,203
Fire Admin, Overtime	0	0	0	0	7,753	-7,753	0	-7,753
Fire Admin, Vacation	1,733	3,015	-1,282	19,067	18,534	532	20,800	2,266
Fire Admin, Sick	433	1,921	-1,488	4,767	34,854	-30,087	5,200	-29,654
Fire Admin, Other leave	0	993	-993	0	1,788	-1,788	0	-1,788
Fire Admin, Group Insurance	858	527	332	9,442	6,573	2,868	10,300	3,727
Fire Admin, Pension	1,300	1,274	26	14,300	13,311	989	15,600	2,289
Fire Admin, CPP/EI/WCB/HAPSET	1,983	608	1,375	21,817	23,827	-2,010	23,800	-27
Fire Admin, Business Travel	833	0	833	9,167	5,679	3,487	10,000	4,321
Fire Admin, Staff Social Events	42	0	42	458	154	304	500	346
Fire Admin, Fire Prevention and Education	1,250	-500	1,750	13,750	4,930	8,820	15,000	10,070
Fire Admin, Clothing/uniforms	208	0	208	2,292	1,825	466	2,500	675
Fire Admin, Furniture and Equip	208	0	208	2,292	0	2,292	2,500	2,500
Fire Admin, Maint supplies	42	0	42	458	498	-40	500	2
Fire Admin, Meeting expenses	83	0	83	917	77	839	1,000	923
Fire Admin, Office supplies	167	0	167	1,833	825	1,008	2,000	1,175
Fire Admin, Other supplies	125	0	125	1,375	161	1,214	1,500	1,339
Fire Admin, Photocopier expenses	333	62	271	3,667	4,071	-404	4,000	-71
Fire Admin, Subscriptions	108	0	108	1,192	295	896	1,300	1,005
Fire Admin, Registration fees	250	0	250	2,750	1,487	1,263	3,000	1,513
Fire Admin, Telephone	167	0	167	1,833	2,225	-392	2,000	-225
Fire Admin, Cell phone	292	0	292	3,208	1,429	1,780	3,500	2,071
Fire Admin, Postage/Courier	25	0	25	275	401	-126	300	-101
Fire Admin, Recruitment	833	0	833	9,167	2,313	6,854	10,000	7,687
Fire Admin, Special Projects	1,333	19,955	-18,622	14,667	65,823	-51,157	16,000	-49,823

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
Fire Admin, Membership fees	125	0	125	1,375	1,339	36	1,500	161
PS Fire Admin, EMO Excercise	208	0	208	2,292	2,072	220	2,500	428
Total Fire Department Admin	32,781	41,045	-8,263	360,619	373,141	-12,526	393,400	20,258
Fire Operations, Salary	222,392	299,264	-76,872	2,446,308	2,474,965	-28,656	2,668,700	193,735
Fire Operations, Overtime	6,250	19,344	-13,094	68,750	107,831	-39,081	75,000	-32,831
Fire Operations, Vacation	4,167	425	3,742	45,833	1,131	44,703	50,000	48,869
Fire Operations, Sick	4,167	0	4,167	45,833	0	45,833	50,000	50,000
Fire Operations, Group Insurance	8,000	8,747	-747	88,000	84,611	3,389	96,000	11,389
Fire Operations, Pension	12,517	13,823	-1,307	137,683	133,199	4,485	150,200	17,001
Fire Operations, CPP/EI/WCB/HAPSET	23,533	29,560	-6,027	258,867	291,108	-32,241	282,400	-8,708
Fire Operations, Clothing/uniforms	833	4,485	-3,651	9,167	35,692	-26,525	10,000	-25,692
Fire Operations, Furniture and Equip	417	5,715	-5,298	4,583	13,603	-9,020	5,000	-8,603
Fire Operations, Maint supplies	5,000	1,280	3,720	55,000	30,228	24,772	60,000	29,772
Fire Operations, Inventory	417	421	-4	4,583	12,380	-7,796	5,000	-7,380
Fire Operations, Hired contractor	833	231	602	9,167	2,380	6,787	10,000	7,620
Fire Operations, Meal Vouchers	417	960	-543	4,583	7,774	-3,191	5,000	-2,774
Fire Operations, Training	4,167	313	3,854	45,833	61,890	-16,056	50,000	-11,890
Fire Operations, Lease	3,183	0	3,183	35,017	38,167	-3,151	38,200	33
Fire Operations, Medicals	1,667	0	1,667	18,333	8,449	9,884	20,000	11,551
Total Fire Department Operations	297,960	384,568	-86,609	3,277,540	3,303,408	-25,865	3,575,500	272,093
Fire Bldg Maint, Salary	0	1,518	-1,518	0	3,541	-3,541	0	-3,541
Fire Bldg Maint, Group Insurance	0	10	-10	0	57	-57	0	-57
Fire Bldg Maint, Pension	0	96	-96	0	240	-240	0	-240
Fire Bldg Maint, CPP/EI/WCB/HAPSET	0	189	-189	0	506	-506	0	-506
Fire Bldg Maint, City Equip	0	1,196	-1,196	0	1,429	-1,429	0	-1,429
Fire Bldg Maint, Maint supplies	1,667	0	1,667	18,333	13,023	5,311	20,000	6,977
Fire Bldg Maint, Cleaning services	1,250	1,217	33	13,750	14,414	-664	15,000	586
Fire Bldg Maint, Hired contractor	1,667	84	1,583	18,333	9,591	8,742	20,000	10,409
Fire Bldg Maint, Electrical	3,333	3,660	-327	36,667	39,118	-2,451	40,000	882
Total Fire Department Building Maintenance	7,917	7,970	-54	87,083	81,919	5,166	95,000	13,083
Fire Dept Equipment, Salary	1,000	3,853	-2,853	11,000	15,524	-4,524	12,000	-3,524
Fire Dept Equipment, Overtime	333	371	-38	3,663	535	3,128	4,000	3,465
Fire Dept Equipment, Group Insurance	83	144	-61	913	591	322	1,000	409
Fire Dept Equipment, Pension	83	263	-180	913	1,028	-115	1,000	-28
Fire Dept Equipment, CPP/EI/WCB/HAPSET	167	566	-399	1,837	2,147	-310	2,000	-147
Fire Dept Equipment, Maint supplies	2,500	2,322	178	27,500	30,681	-3,181	30,000	-681
Total Fire Department Equipment Cost	4,166	7,519	-3,354	45,826	50,506	-4,681	50,000	-507
Total Fire Department Expense	342,824	441,102	-98,279	3,771,068	3,808,974	-37,905	4,113,900	304,927

City of Corner Brook
For the Eleven Months Ending November 30, 2023

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
911 Operations, Salary	49,742	68,821	-19,079	547,158	551,706	-4,548	596,900	45,194
911 Operations, Overtime	2,200	1,566	634	24,200	26,817	-2,617	26,400	-417
911 Operations, Vacation	4,425	3,864	561	48,675	47,006	1,669	53,100	6,094
911 Operations, Sick	1,108	5,378	-4,270	12,192	37,818	-25,626	13,300	-24,518
911 Operations, Other leave	0	0	0	0	2,946	-2,946	0	-2,946
911 Operations, Group Insurance	2,083	2,485	-401	22,917	20,651	2,266	25,000	4,349
911 Operations, Pension	3,133	4,030	-897	34,467	32,212	2,254	37,600	5,388
911 Operations, CPP/EI/WCB/HAPSET	6,100	7,344	-1,244	67,100	71,198	-4,098	73,200	2,002
911 Operations, Computer Supplies	5,000	0	5,000	55,000	48,653	6,347	60,000	11,347
911 Operations, Meeting expenses	83	47	37	917	216	700	1,000	784
911 Operations, Office supplies	333	0	333	3,667	2,677	990	4,000	1,323
911 Operations, Computer Supplies	125	0	125	1,375	3,553	-2,178	1,500	-2,053
PS 911 Operations, Promo materials	0	0	0	0	1,416	-1,416	0	-1,416
911 Operations, Comp software maint	500	0	500	5,500	0	5,500	6,000	6,000
911 Operations, Cleaning services	192	115	76	2,108	1,270	839	2,300	1,030
911 Operations, Telephone	1,000	0	1,000	11,000	11,503	-503	12,000	497
911 Operations, Training	500	0	500	5,500	1,549	3,951	6,000	4,451
Total 911 Operations	76,524	93,650	-17,124	841,776	861,191	-19,417	918,300	57,108
Total Protective Services	448,866	570,778	-121,914	4,937,526	4,981,665	-44,139	5,386,400	404,735
CEDP Recreation , Salary	18,675	12,681	5,994	205,425	97,205	108,220	224,100	126,895
CEDP Recreation , Overtime	417	0	417	4,587	3,288	1,299	5,000	1,712
CEDP Recreation , Vacation	1,658	1,245	413	18,238	6,184	12,054	19,900	13,716
CEDP Recreation , Sick	417	3,002	-2,585	4,587	3,983	604	5,000	1,017
CEDP Recreation , Group Insurance	1,208	202	1,006	13,288	279	13,009	14,500	14,221
CEDP Recreation , Pension	1,475	634	841	16,225	1,008	15,217	17,700	16,692
CEDP Recreation , CPP/EI/WCB/HAPSET	1,958	2,041	-83	21,538	13,002	8,536	23,500	10,498
CEDP Recreation , Activity Guide	0	0	0	5,000	0	5,000	5,000	5,000
CEDP Recreation , Summer Concert Series	0	2,000	-2,000	20,000	13,479	6,521	20,000	6,521
CEDP Recreation , Recreation improvements	2,000	112	1,888	179,000	90,215	88,785	180,000	89,785
CEDP Recreation , Canada Day	0	0	0	20,000	18,427	1,573	20,000	1,573
CEDP Recreation , Corner Brook Day	0	0	0	17,000	19,277	-2,277	17,000	-2,277
CEDP Recreation , Margaret Bowater Park	0	0	0	26,000	18,806	7,194	26,000	7,194
CEDP Recreation , Special Events Grants	1,667	0	1,667	18,333	-8,406	26,740	20,000	28,406
CEDP MBP, Salary	0	0	0	55,000	26,027	28,973	55,000	28,973
CEDP MBP, Overtime	0	0	0	0	2,077	-2,077	0	-2,077
CEDP MBP, Vacation	0	0	0	0	1,124	-1,124	0	-1,124
CEDP MBP, CPP/EI/WCB/HAPSET	0	0	0	0	2,813	-2,813	0	-2,813
CPD MBP, Maint supplies	0	0	0	5,000	4,334	666	5,000	666
CEDP MBP, Security	0	0	0	24,000	21,938	2,062	24,000	2,062
CEDP Activity Staffing, Salary	2,917	1,817	1,100	32,083	11,939	20,145	35,000	23,062
CEDP Activity Staffing, Overtime	0	0	0	0	101	-101	0	-101
CEDP Activity Staffing, Vacation	0	129	-129	0	842	-842	0	-842

City of Corner Brook
For the Eleven Months Ending November 30, 2023

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
CEDP Activity Staffing, CPP/EI/WCB/HAPSET	0	280	-280	0	2,116	-2,116	0	-2,116
Total Recreation & Leisure	32,392	24,143	8,249	685,304	350,058	335,249	716,700	366,644
Tourism, Salary	8,400	9,796	-1,396	92,400	122,000	-29,600	100,800	-21,200
Tourism, Overtime	0	398	-398	0	16,770	-16,770	0	-16,770
Tourism, Vacation	750	80	670	8,250	9,830	-1,580	9,000	-830
Tourism, Sick	183	249	-66	2,013	3,364	-1,351	2,200	-1,164
Tourism, Group Insurance	392	369	23	4,312	3,069	1,243	4,700	1,631
Tourism, Pension	558	815	-257	6,138	6,461	-323	6,700	239
Tourism, CPP/EI/WCB/HAPSET	1,100	1,669	-569	12,100	17,174	-5,074	13,200	-3,974
Tourism, City Equip	0	0	0	0	54	-54	0	-54
Tourism, Office supplies	0	0	0	0	719	-719	0	-719
Tourism, Promo materials	667	0	667	7,337	9,225	-1,888	8,000	-1,225
Tourism, Advertising	667	0	667	7,337	2,353	4,984	8,000	5,647
Tourism, Special Projects	6,667	626	6,041	73,337	14,982	58,355	80,000	65,018
Tourism, Jigs and Wheels	0	0	0	0	48,036	-48,036	0	-48,036
Train, Salary	0	0	0	7,200	3,276	3,924	7,200	3,924
Train, Overtime	0	371	-371	0	371	-371	0	-371
Train, Group Insurance	0	9	-9	0	117	-117	0	-117
Train, Pension	0	0	0	0	194	-194	0	-194
Train, CPP/EI/WCB/HAPSET	0	45	-45	0	453	-453	0	-453
Train, Gas/Oil	0	0	0	0	2,977	-2,977	0	-2,977
Train, Maint supplies	0	249	-249	0	3,801	-3,801	0	-3,801
Train, Special Projects	0	0	0	0	1,388	-1,388	0	-1,388
Total Tourism	19,384	14,676	4,709	220,424	266,614	-46,189	239,800	-26,813
Civic Centre Admin, Salary	26,425	34,253	-7,828	290,675	326,097	-35,422	317,100	-8,997
Civic Centre Admin, Overtime	833	3,097	-2,264	9,163	12,736	-3,573	10,000	-2,736
Civic Centre Admin, Vacation	2,350	1,184	1,166	25,850	42,971	-17,121	28,200	-14,771
Civic Centre Admin, Sick	583	1,943	-1,360	6,413	12,327	-5,914	7,000	-5,327
Civic Centre Admin, Other leave	0	0	0	0	3,571	-3,571	0	-3,571
Civic Centre Admin, Group Insurance	1,100	1,495	-395	12,100	13,115	-1,015	13,200	85
Civic Centre Admin, Pension	1,692	1,953	-261	18,612	21,791	-3,179	20,300	-1,491
Civic Centre Admin, CPP/EI/WCB/HAPSET	3,267	3,099	168	35,937	40,178	-4,241	39,200	-978
Civic Centre Admin, Office supplies	542	126	416	5,962	4,604	1,358	6,500	1,896
Civic Centre Admin, Photocopier expenses	225	0	225	2,475	3,089	-614	2,700	-389
Civic Centre Admin, Promo materials	2,083	1,260	823	22,913	17,486	5,427	25,000	7,514
Civic Centre Admin, Subscriptions	175	0	175	1,925	1,718	207	2,100	382
Civic Centre Admin, Comp network costs	2,192	0	2,192	24,112	4,320	19,792	26,300	21,980
Civic Centre Admin, Telephone	350	0	350	3,850	4,090	-240	4,200	110
Civic Centre Admin, Cell phone	283	0	283	3,113	1,594	1,519	3,400	1,806
Civic Centre Admin, Postage/Courier	0	0	0	0	97	-97	0	-97
Civic Centre Admin, Membership fees	0	0	0	0	336	-336	0	-336
Civic Centre Admin, Training	833	0	833	9,163	3,970	5,193	10,000	6,030
Civic Centre Admin, Bank Charges	1,083	0	1,083	11,913	18,952	-7,039	13,000	-5,952
Civic Centre Operations, Salary	54,625	60,999	-6,374	600,875	596,034	4,841	655,500	59,466

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
Civic Centre Operations, Overtime	4,167	5,702	-1,535	45,837	38,657	7,180	50,000	11,343
Civic Centre Operations, Vacation	417	0	417	4,587	29	4,558	5,000	4,971
Civic Centre Operations, Sick	125	559	-434	1,375	978	397	1,500	522
Civic Centre Operations, Group Insurance	2,200	2,181	19	24,200	21,895	2,305	26,400	4,505
Civic Centre Operations, Pension	2,833	2,999	-166	31,163	30,012	1,151	34,000	3,988
Civic Centre Operations, CPP/EI/WCB/HAPSET	6,150	6,901	-751	67,650	75,157	-7,507	73,800	-1,357
Civic Centre Operations, Cleaning Supplies	2,083	2,913	-830	22,913	24,827	-1,914	25,000	173
Civic Centre Operations, Clothing/uniforms	583	601	-18	6,413	6,479	-66	7,000	521
Civic Centre Operations, City Equip	1,450	0	1,450	15,950	13,561	2,389	17,400	3,839
Civic Centre Operations, Catering	10,583	16,911	-6,328	116,417	56,874	59,543	127,000	70,126
Civic Centre Operations, Fire Alarm	417	428	-11	4,587	3,987	600	5,000	1,013
Civic Centre Operations, Propane/Nitrogen	1,458	1,656	-198	16,038	16,414	-376	17,500	1,086
Civic Centre Operations, Heating Oil	4,167	0	4,167	45,837	26,387	19,450	50,000	23,613
Civic Centre Operations, Maint supplies	6,250	9,706	-3,456	68,750	60,651	8,099	75,000	14,349
Civic Centre Operations, Elevator Maintenance	1,083	2,349	-1,266	11,913	10,908	1,005	13,000	2,092
Civic Centre Operations, Repairs Recreation Equip	833	930	-97	9,163	8,286	877	10,000	1,714
Civic Centre Operations, Inventory	0	0	0	0	10	-10	0	-10
Civic Centre Operations, Snowclearing	5,833	0	5,833	64,163	45,007	19,156	70,000	24,993
Civic Centre Operations, Hired equipment	667	0	667	7,337	12,554	-5,217	8,000	-4,554
Civic Centre Operations, Hired contractor	6,667	4,839	1,828	73,337	42,789	30,548	80,000	37,211
Civic Centre Operations, Hired Electrician	2,083	0	2,083	22,913	2,943	19,970	25,000	22,057
Civic Centre Operations, Senior Hockey expenses	2,083	31,981	-29,898	22,913	137,587	-114,674	25,000	-112,587
Civic Centre Operations, Electrical	29,092	38,025	-8,933	320,012	331,897	-11,885	349,100	17,203
Civic Centre Operations, Security	3,750	5,471	-1,721	41,250	41,979	-729	45,000	3,021
Civic Centre Operations, Special Events	0	2,924	-2,924	0	15,056	-15,056	0	-15,056
Civic Centre Building Maint, Maint supplies	8,333	0	8,333	91,663	46,261	45,402	100,000	53,739
Civic Centre Special Events, Home Show CC	3,333	0	3,333	36,663	0	36,663	40,000	40,000
Civic Centre Buidling Maintena, Salary	0	0	0	0	226	-226	0	-226
Civic Centre Buidling Maintena, Overtime	0	0	0	0	41	-41	0	-41
Civic Centre Buidling Maintena, Group Insurance	0	0	0	0	15	-15	0	-15
Civic Centre Buidling Maintena, Pension	0	0	0	0	16	-16	0	-16
Civic Centre Buidling Maintena, CPP/EI/WCB/HAPSET	0	0	0	0	38	-38	0	-38
Total Civic Centre	205,281	246,485	-41,205	2,258,095	2,200,597	57,499	2,463,400	262,805
Total Recreation Services	257,057	285,304	-28,246	3,163,823	2,817,269	346,559	3,419,900	602,636
PWWW - Admin, Salary	9,408	0	9,408	103,492	43,356	60,136	112,900	69,544
PWWW - Admin, Overtime	0	0	0	0	55	-55	0	-55
PWWW - Admin, Vacation	833	0	833	9,167	10,115	-949	10,000	-115
PWWW - Admin, Sick	208	0	208	2,292	254	2,038	2,500	2,246
PWWW - Admin, Group Insurance	200	0	200	2,200	1,083	1,117	2,400	1,317
PWWW - Admin, Pension	625	0	625	6,875	3,319	3,556	7,500	4,181
PWWW - Admin, CPP/EI/WCB/HAPSET	725	0	725	7,975	6,685	1,290	8,700	2,015
PWWW - Admin, Business Travel	1,000	218	782	11,000	9,260	1,740	12,000	2,740
PWWW - Admin, Safety Program	208	147	61	2,292	2,424	-133	2,500	76
PWWW - Admin, City Equip	10,417	0	10,417	114,583	104,512	10,071	125,000	20,488

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Admin, Maint supplies	167	0	167	1,833	780	1,053	2,000	1,220
PWWW - Admin, Office supplies	625	1,144	-519	6,875	6,720	155	7,500	780
PWWW - Admin, Photocopier expenses	83	558	-475	917	2,147	-1,230	1,000	-1,147
PWWW - Admin, Subscriptions	417	0	417	4,583	80	4,503	5,000	4,920
PWWW - Admin, Inventory	0	0	0	0	31	-31	0	-31
PWWW - Admin, Tools and minor equip	333	181	152	3,667	4,329	-662	4,000	-329
PWWW - Admin, Telephone	417	0	417	4,583	4,855	-272	5,000	145
PWWW - Admin, Cell phone	583	0	583	6,417	5,701	716	7,000	1,299
PWWW - Admin, Membership fees	175	0	175	1,925	3,241	-1,316	2,100	-1,141
PWWW - Admin, Conference fees	46	0	46	504	1,555	-1,051	550	-1,005
PWWW - Admin, Training	1,500	0	1,500	16,500	3,371	13,129	18,000	14,629
PWWW - Training	1,000	3,444	-2,444	11,000	6,566	4,434	12,000	5,434
Total PWWW Admin	28,970	5,692	23,278	318,680	220,439	98,241	347,650	127,212
PWWW - P/W Admin, Salary	49,192	60,501	-11,310	541,108	505,844	35,264	590,300	84,456
PWWW - P/W Admin, Overtime	3,258	3,261	-3	35,842	26,987	8,855	39,100	12,113
PWWW - P/W Admin, Vacation	4,375	4,975	-600	48,125	61,412	-13,287	52,500	-8,912
PWWW - P/W Admin, Sick	1,092	5,418	-4,326	12,008	50,044	-38,036	13,100	-36,944
PWWW - P/W Admin, Other leave	0	0	0	0	1,447	-1,447	0	-1,447
PWWW - P/W Admin, Group Insurance	2,092	2,708	-616	23,008	23,889	-881	25,100	1,211
PWWW - P/W Admin, Pension	3,375	4,145	-770	37,125	35,988	1,137	40,500	4,512
PWWW - P/W Admin, CPP/EI/WCB/HAPSET	6,033	4,564	1,470	66,367	69,552	-3,186	72,400	2,848
PWWW - P/W Admin, Office supplies	667	79	588	7,333	3,457	3,877	8,000	4,543
PWWW - P/W Admin, Photocopier expenses	275	0	275	3,025	2,477	548	3,300	823
PWWW - P/W Admin, Special Events Grants	150	0	150	1,650	0	1,650	1,800	1,800
Total Public Works Payroll	70,509	85,651	-15,141	775,591	781,097	-5,506	846,100	65,002
Special Events, Salary	833	0	833	9,167	645	8,522	10,000	9,355
Special Events, Overtime	417	0	417	4,583	3,364	1,220	5,000	1,636
Special Events, Vacation	42	0	42	458	0	458	500	500
Special Events, Group Insurance	33	0	33	367	110	257	400	290
Special Events, Pension	42	0	42	458	39	420	500	461
Special Events, CPP/EI/WCB/HAPSET	167	0	167	1,833	452	1,381	2,000	1,548
Special Events, City Equip	250	0	250	2,750	0	2,750	3,000	3,000
Special Events, Maint supplies	0	0	0	0	1,567	-1,567	0	-1,567
Special Events, Inventory	8	0	8	92	111	-19	100	-11
Total Special Events Salary	1,792	0	1,792	19,708	6,288	13,422	21,500	15,213
PWWW - W/S Admin, Salary	24,358	29,066	-4,707	267,942	262,321	5,621	292,300	29,979
PWWW - W/S Admin, Overtime	750	1,836	-1,086	8,250	10,717	-2,467	9,000	-1,717
PWWW - W/S Admin, Vacation	2,167	1,982	185	23,833	31,875	-8,041	26,000	-5,875
PWWW - W/S Admin, Sick	542	2,381	-1,839	5,958	12,372	-6,413	6,500	-5,872
PWWW - W/S Admin, Other leave	0	0	0	0	280	-280	0	-280
PWWW - W/S Admin, Group Insurance	917	1,556	-639	10,083	14,056	-3,973	11,000	-3,056

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - W/S Admin, Pension	1,625	2,106	-481	17,875	18,875	-1,000	19,500	625
PWWW - W/S Admin, CPP/EI/WCB/HAPSET	2,833	2,299	535	31,167	34,638	-3,471	34,000	-638
PWWW - W/S Admin, Office supplies	8	0	8	92	0	92	100	100
Total Water & Sewer Salary	33,200	41,226	-8,025	365,200	385,134	-19,934	398,400	13,266
Clothing allowance, Inventory	1,667	1,428	239	18,333	19,302	-968	20,000	698
Total Clothing Allowance	1,667	1,428	239	18,333	19,302	-968	20,000	698
IPW - Other payroll, AP Severance								
PWWW - Other payroll, Salary	11,450	6,548	4,902	125,950	171,069	-45,119	137,400	-33,669
PWWW - Other payroll, Overtime	500	870	-370	5,500	10,441	-4,941	6,000	-4,441
PWWW - Other payroll, Vacation	15,175	9,169	6,006	166,925	192,070	-25,145	182,100	-9,970
PWWW - Other payroll, Sick	15,417	20,010	-4,593	169,587	169,466	121	185,000	15,534
PWWW - Other payroll, Other leave	442	1,713	-1,271	4,862	7,805	-2,943	5,300	-2,505
PWWW - Other payroll, Group Insurance	1,425	1,804	-379	15,675	18,285	-2,610	17,100	-1,185
PWWW - Other payroll, Pension	1,683	1,552	131	18,513	20,625	-2,112	20,200	-425
PWWW - Other payroll, CPP/EI/WCB/HAPSET	3,683	3,547	136	40,513	47,801	-7,288	44,200	-3,601
PWWW - Other payroll, PPE	342	483	-141	3,762	3,610	152	4,100	490
PWWW - Other payroll, Inventory	133	92	41	1,463	1,683	-220	1,600	-83
PWWW - Other payroll, Medicals	83	125	-42	913	265	648	1,000	735
TotalPWWW Other Payroll	50,333	45,913	4,421	553,663	643,120	-89,458	604,000	-39,121
Total PWWW Admin	186,471	179,910	6,564	2,051,175	2,055,380	-4,204	2,237,650	182,271
PWWW - Brook Street Building, Maint supplies	125	0	125	1,375	11	1,364	1,500	1,489
PWWW - Brook Street Building, Electrical	1,000	305	695	11,000	5,267	5,733	12,000	6,733
PWWW - Bldg - Charles St, Salary	833	0	833	9,163	7,149	2,014	10,000	2,851
PWWW - Bldg - Charles St, City Equip	0	0	0	0	162	-162	0	-162
PWWW - Bldg - Charles St, Heating Oil	833	2,526	-1,693	9,163	11,388	-2,225	10,000	-1,388
PWWW - Bldg - Charles St, Maint supplies	2,917	4,172	-1,255	32,087	94,612	-62,525	35,000	-59,612
PWWW - Bldg - Charles St, Inventory	167	120	47	1,837	927	910	2,000	1,073
PWWW - Bldg - Charles St, Cleaning services	2,500	0	2,500	27,500	15,628	11,872	30,000	14,372
PWWW - Bldg - Charles St, Electrical	6,250	4,846	1,404	68,750	52,601	16,149	75,000	22,399
PWWW - Bldg - Charles St, Security	0	0	0	0	494	-494	0	-494
PWWW - Bldg - City Hall, Salary	0	0	0	0	-158	158	0	158
PWWW - Bldg - City Hall, Maint supplies	10,417	3,424	6,993	114,587	77,004	37,583	125,000	47,996
PWWW - Bldg - City Hall, Inventory	0	0	0	0	147	-147	0	-147
PWWW - Bldg - City Hall, Cleaning services	11,500	10,194	1,306	126,500	112,482	14,018	138,000	25,518
PWWW - Bldg - City Hall, Snowclearing	708	0	708	7,788	17,685	-9,897	8,500	-9,185
PWWW - Bldg - City Hall, Electrical	15,417	12,546	2,871	169,587	163,405	6,182	185,000	21,595
PWWW - Other Bldgs, Salary	208	0	208	2,288	1,683	605	2,500	817
PWWW - Other Bldgs, City Equip	83	0	83	913	203	710	1,000	797
PWWW - Other Bldgs, Maint supplies	600	1,260	-660	6,600	4,100	2,500	7,200	3,100
PWWW - 2 Allens Rd, Maint supplies	0	0	0	0	1,966	-1,966	0	-1,966
PWWW - 2 Allens Rd, Electrical	417	492	-75	4,587	7,659	-3,072	5,000	-2,659

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - 77 Premier Dr, Electrical	708	214	494	7,788	7,494	294	8,500	1,006
PWWW - Connors Rd, Salary	208	0	208	2,288	0	2,288	2,500	2,500
PWWW - Connors Rd, City Equip	208	0	208	2,288	0	2,288	2,500	2,500
PWWW - Connors Rd, Maint supplies	83	0	83	913	0	913	1,000	1,000
PWWW - Connors Rd, Electrical	667	282	385	7,337	1,937	5,400	8,000	6,063
PWWW - Curling Club, Maint supplies	0	508	-508	0	1,855	-1,855	0	-1,855
PWWW - Curling Club, Electrical	2,917	3,697	-780	32,087	24,753	7,334	35,000	10,247
PWWW - Wellington Street Compl, Salary	583	0	583	6,413	2,429	3,984	7,000	4,571
PWWW - Lions Club, City Equip	0	0	0	0	686	-686	0	-686
PWWW - Wellington Street Compl, Maint supplies	417	0	417	4,587	6,583	-1,996	5,000	-1,583
PWWW - Wellington Street Compl, Electrical	1,125	926	199	12,375	13,046	-671	13,500	454
PWWW - Bldg MBP, Maint supplies	167	108	59	1,837	4,102	-2,265	2,000	-2,102
PWWW - Bldg MBP, Electrical	1,250	1,079	171	13,750	10,525	3,225	15,000	4,475
PWWW - Bldg MBP, Security	0	0	0	0	1,542	-1,542	0	-1,542
PWWW - Museum, Salary	0	4,613	-4,613	0	13,190	-13,190	0	-13,190
PWWW - Museum, City Equip	0	0	0	0	814	-814	0	-814
PWWW - Museum, Maint supplies	417	1,179	-762	4,587	15,277	-10,690	5,000	-10,277
PWWW - Bldg Bartlett's Pt, Maint supplies	417	0	417	4,587	6,740	-2,153	5,000	-1,740
PWWW - Bldg Bartlett's Pt, Electrical	150	143	7	1,650	1,292	358	1,800	508
PWWW - New Salt Shed, Maint supplies	83	0	83	913	156	757	1,000	844
PWWW - New Salt Shed, Electrical	292	336	-44	3,212	3,360	-148	3,500	140
Total Building Maintenance	63,667	52,970	10,698	700,337	690,196	10,142	764,000	73,805
PWWW - Street Lights, Electrical	53,333	48,838	4,496	586,667	537,858	48,809	640,000	102,142
PWWW - Heritage lights, Maint supplies	417	0	417	4,583	5,164	-581	5,000	-164
PWWW - Heritage lights, Hired contractor	2,500	282	2,218	27,500	-5,069	32,569	30,000	35,069
PWWW - Heritage lights, Electrical	1,000	1,184	-184	11,000	11,286	-286	12,000	714
Total Street Lighting	57,250	50,304	6,947	629,750	549,239	80,510	687,000	137,760
PWWW- Street Maint, Salary	0	0	0	0	289	-289	0	-289
PWWW - Gravel St Main, Salary	0	0	0	1,000	908	92	1,000	92
PWWW - Gravel St Main, City Equip	0	0	0	0	205	-205	0	-205
PWWW - Gravel St Main, Maint supplies	0	0	0	10,000	2,090	7,910	10,000	7,910
PWWW - Gravel St Main, Hired equipment	0	0	0	10,000	5,077	4,923	10,000	4,923
PWWW - Streets Maint, Salary	15,000	25,917	-10,917	185,000	226,334	-41,334	200,000	-26,334
PWWW - Streets Maint, City Equip	5,000	0	5,000	55,000	31,782	23,218	60,000	28,218
PWWW - Streets Maint, Maint supplies	8,333	2,232	6,101	91,663	87,651	4,012	100,000	12,349
PWWW - Streets Maint, Inventory	417	50	367	4,587	3,135	1,452	5,000	1,865
PWWW - Streets Maint, Hired equipment	833	8,177	-7,344	9,163	30,127	-20,964	10,000	-20,127
PWWW - W/S Pave Cuts, Salary	2,500	0	2,500	47,500	17,477	30,023	50,000	32,523
PWWW - W/S Pave Cuts, City Equip	0	0	0	20,000	7,340	12,660	20,000	12,660
PWWW - W/S Pave Cuts, Maint supplies	0	0	0	10,000	17,020	-7,020	10,000	-7,020
PWWW - W/S Pave Cuts, Hired equipment	0	612	-612	4,000	3,650	350	4,000	350
PWWW - W/S Pave Cuts, Hired contractor	20,000	150,135	-130,135	380,000	323,511	56,489	400,000	76,489
PWWW - Sod repair, Salary	0	0	0	1,500	1,485	15	1,500	15
PWWW - Sod repair, Maint supplies	0	0	0	1,500	27,353	-25,853	1,500	-25,853

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Sod repair, Hired equipment	0	0	0	500	0	500	500	500
PWWW - Sod repair, Hired contractor	0	0	0	50,000	19,456	30,544	50,000	30,544
PWWW - Curb and sidewalk main, Salary	0	31,436	-31,436	100,000	128,538	-28,538	100,000	-28,538
PWWW - Curb and sidewalk main, City Equip	0	0	0	10,000	3,456	6,544	10,000	6,544
PWWW - Curb and sidewalk main, Maint supplies	0	11,936	-11,936	45,000	58,457	-13,457	45,000	-13,457
PWWW - Curb and sidewalk main, Inventory	0	38	-38	0	224	-224	0	-224
PWWW - Curb and sidewalk main, Hired equipment	0	895	-895	10,000	8,603	1,397	10,000	1,397
Oper - Curb and sidewalk main, Hired contractor	1,000	0	1,000	34,000	799	33,201	35,000	34,201
PWWW - Maint Manhole/catch bas, Salary	2,000	1,017	983	48,000	52,771	-4,771	50,000	-2,771
PWWW - Maint Manhole/catch bas, City Equip	400	0	400	9,600	3,109	6,491	10,000	6,891
PWWW - Maint Manhole/catch bas, Maint supplies	1,500	0	1,500	24,000	38,284	-14,284	25,000	-13,284
PWWW - Maint Manhole/catch bas, Inventory	100	0	100	3,900	363	3,537	4,000	3,637
PWWW - Maint Manhole/catch bas, Hired equipment	167	0	167	1,833	2,734	-900	2,000	-734
PWWW - Maint of Guardrails, Salary	0	740	-740	18,000	17,999	1	18,000	1
PWWW - Maint of Guardrails, City Equip	0	0	0	10,000	8,224	1,776	10,000	1,776
PWWW - Maint of Guardrails, Maint supplies	0	625	-625	18,000	6,412	11,588	18,000	11,588
PWWW - Maint of Guardrails, Hired equipment	0	0	0	3,500	4,941	-1,441	3,500	-1,441
PWWW - Maint of steps/walkways, Salary	0	0	0	500	0	500	500	500
PWWW - Maint of steps/walkways, City Equip	0	0	0	200	0	200	200	200
PWWW - Maint of steps/walkways, Maint supplies	0	0	0	300	0	300	300	300
Total Street Maintenance	57,250	233,810	-176,560	1,218,246	1,139,804	78,442	1,275,000	135,196
PWWW - Streets-Snow, Salary	19,250	1,307	17,943	308,000	259,015	48,985	385,000	125,985
PWWW - Streets-Snow, City Equip	16,000	0	16,000	230,000	316,595	-86,595	290,000	-26,595
PWWW - Streets-Snow, Maint supplies	2,500	0	2,500	40,000	6,840	33,160	50,000	43,160
PWWW - Streets-Snow, Inventory	0	0	0	0	7	-7	0	-7
PWWW - Streets-Snow, Hired equipment	1,000	0	1,000	16,000	70,092	-54,092	20,000	-50,092
PWWW - Streets-Snow, Meal Vouchers	175	0	175	2,800	2,212	589	3,500	1,289
PWWW - Streets-Snow, Damage claims	375	0	375	6,000	4,576	1,424	7,500	2,924
PWWW - Streets-Snow, Lease	18,000	0	18,000	288,000	286,332	1,668	360,000	73,668
PWWW - Sanding, Salary	5,500	10,075	-4,575	88,000	107,362	-19,362	110,000	2,638
PWWW - Sanding, City Equip	3,750	0	3,750	60,000	61,837	-1,837	75,000	13,163
PWWW - Sanding, Maint supplies	100	22	78	1,600	657	943	2,000	1,343
PWWW - Sanding, Inventory	1,750	0	1,750	28,000	57,412	-29,412	35,000	-22,412
PWWW - Salting, Salary	7,250	24,416	-17,166	116,000	146,415	-30,415	145,000	-1,415
PWWW - Salting, City Equip	3,000	0	3,000	48,000	54,096	-6,096	60,000	5,904
PWWW - Salting, Maint supplies	50	63	-13	800	723	77	1,000	277
PWWW - Salting, Inventory	13,250	0	13,250	212,000	201,650	10,350	265,000	63,350
PWWW - Snow/Business Area, Salary	500	0	500	8,000	5,692	2,308	10,000	4,308
PWWW - Snow/Business Area, City Equip	750	0	750	12,000	8,648	3,352	15,000	6,352
PWWW - Ice cutting/remove, Salary	600	0	600	9,600	480	9,120	12,000	11,520
PWWW - Ice cutting/remove, City Equip	750	0	750	12,000	320	11,680	15,000	14,680
PWWW - Snow Remove City Parking, Salary	100	0	100	1,600	0	1,600	2,000	2,000
PWWW - Snow Remove City Parking, City Equip	0	0	0	0	51	-51	0	-51
PWWW - Snow Remove City Parking, Inventory	0	0	0	0	331	-331	0	-331
PWWW - Snow Remove City Parking, Hired equipment	50	0	50	800	0	800	1,000	1,000
PWWW - Snow clearinng Contracts, Hired equipment	3,000	0	3,000	48,000	0	48,000	60,000	60,000
PWWW - Damage Claims, Maint supplies	425	191	234	6,800	513	6,287	8,500	7,987

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Damage Claims, Hired equipment	0	0	0	0	418	-418	0	-418
PWWW - Steps/walkways, Salary	250	0	250	4,000	10,592	-6,592	5,000	-5,592
PWWW - Steps/walkways, City Equip	50	0	50	800	1,065	-265	1,000	-65
PWWW - Anti icing, City Equip	0	0	0	0	63	-63	0	-63
Ice Rinks - Maint/Construction, Salary	0	0	0	0	7,722	-7,722	0	-7,722
Ice Rinks - Maint/Construction, City Equip	75	0	75	1,200	780	420	1,500	720
Ice Rinks - Maint/Construction, Maint supplies	125	0	125	2,000	32	1,968	2,500	2,468
Total Snow Clearing	98,625	36,074	62,551	1,552,000	1,612,528	-60,527	1,942,500	329,973
PWWW - Traffic lights, Maint supplies	0	0	0	0	1,339	-1,339	0	-1,339
PWWW - Traffic lights, Hired contractor	2,500	5,848	-3,348	27,500	36,194	-8,694	30,000	-6,194
PWWW - Traffic lights, Electrical	833	1,021	-188	9,163	11,078	-1,915	10,000	-1,078
PWWW -Street Sign Maint, Salary	4,167	4,466	-299	45,833	49,738	-3,905	50,000	262
PWWW -Street Sign Maint, City Equip	833	0	833	9,167	7,696	1,471	10,000	2,304
PWWW -Street Sign Maint, Maint supplies	83	0	83	917	250	666	1,000	750
PWWW -Street Sign Maint, Inventory	42	0	42	458	0	458	500	500
PWWW -Street markings, Salary	0	0	0	3,000	4,540	-1,540	3,000	-1,540
PWWW -Street markings, City Equip	0	0	0	500	144	356	500	356
PWWW -Street markings, Maint supplies	0	0	0	1,500	10,741	-9,241	1,500	-9,241
PWWW -Street markings, Hired contractor	0	0	0	135,800	135,232	568	135,800	568
PWWW - Traffic flaggers, Salary	0	25,579	-25,579	90,000	98,219	-8,219	90,000	-8,219
PWWW - Traffic flaggers, City Equip	833	0	833	9,167	7,199	1,968	10,000	2,801
Total Traffic Control	9,291	36,914	-27,622	333,005	362,370	-29,367	342,300	-20,071
PWWW - Maint open ditches, Salary	833	2,911	-2,078	9,167	6,010	3,157	10,000	3,990
PWWW - Maint open ditches, City Equip	83	0	83	917	227	689	1,000	773
PWWW - Maint open ditches, Maint supplies	167	0	167	1,833	166	1,668	2,000	1,834
PWWW - Maint open ditches, Hired equipment	833	1,722	-888	9,167	4,840	4,326	10,000	5,160
PWWW - Flood control, Salary	3,888	4,696	-808	42,763	60,872	-18,109	46,650	-14,222
PWWW - Flood control, City Equip	625	0	625	6,875	9,518	-2,643	7,500	-2,018
PWWW - Flood control, Maint supplies	417	10	406	4,583	725	3,859	5,000	4,275
PWWW - Flood control, Inventory	83	0	83	917	812	104	1,000	188
PWWW - Flood control, Hired equipment	833	0	833	9,167	7,132	2,035	10,000	2,868
Oper - Flood control, Meal Vouchers	0	0	0	0	76	-76	0	-76
West Coast 2018 Flood General, Hired equipment	0	0	0	0	533	-533	0	-533
Total Drainage	7,762	9,339	-1,576	85,389	90,911	-5,524	93,150	2,239
PWWW - Dust control, Salary	0	0	0	700	0	700	700	700
PWWW - Dust control, City Equip	0	0	0	500	0	500	500	500
PWWW - Dust control, Maint supplies	0	0	0	0	7,259	-7,259	0	-7,259
PWWW - Street cleaning, Salary	0	5,721	-5,721	60,000	38,403	21,597	60,000	21,597
PWWW - Street cleaning, City Equip	0	0	0	30,000	4,543	25,457	30,000	25,457
PWWW - Street cleaning, Maint supplies	0	0	0	500	494	6	500	6
PWWW - Street cleaning, Fall Leaf	5,000	0	5,000	10,000	0	10,000	10,000	10,000
PWWW - Spring clean up, Salary	0	0	0	85,000	89,793	-4,793	85,000	-4,793
PWWW - Spring clean up, City Equip	0	0	0	40,000	64,131	-24,131	40,000	-24,131

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Storm sewer repair, Salary	2,542	0	2,542	27,958	23,383	4,575	30,500	7,117
PWWW - Storm sewer repair, City Equip	500	0	500	5,500	1,302	4,198	6,000	4,698
PWWW - Storm sewer repair, Maint supplies	2,125	0	2,125	23,375	11,228	12,147	25,500	14,272
PWWW - Storm sewer repair, Inventory	42	0	42	462	3	459	500	497
PWWW - Storm sewer repair, Hired equipment	1,250	1,417	-167	13,750	22,471	-8,721	15,000	-7,471
PWWW - Storm sewer cleaning, Salary	2,917	11,211	-8,294	32,083	35,149	-3,066	35,000	-149
PWWW - Storm sewer cleaning, City Equip	3,333	0	3,333	36,667	54	36,613	40,000	39,946
PWWW - Storm sewer cleaning, Maint supplies	0	0	0	0	233	-233	0	-233
PWWW - Storm sewer cleaning, Hired equipment	0	0	0	0	876	-876	0	-876
Total Storm Sewer Cleaning	17,709	18,349	-640	366,495	299,322	67,175	379,200	79,880
Total Public Works	247,887	384,790	-136,901	4,184,885	4,054,174	130,710	4,719,150	664,977
Garbage collect, Tipping fees	58,333	0	58,333	641,667	582,953	58,713	700,000	117,047
Garbage collect, Hired contractor	56,250	55,847	403	618,750	678,740	-59,990	675,000	-3,740
Total Garbage Collect & Disposal	114,583	55,847	58,737	1,260,417	1,261,693	-1,276	1,375,000	113,307
Water treat plant, Salary	18,492	23,869	-5,378	203,408	207,395	-3,987	221,900	14,505
Water treat plant, Overtime	1,250	2,796	-1,546	13,750	19,063	-5,313	15,000	-4,063
Water treat plant, Vacation	1,567	805	762	17,233	13,530	3,703	18,800	5,270
Water treat plant, Sick	392	2,217	-1,825	4,308	12,074	-7,766	4,700	-7,374
Water treat plant, Group Insurance	592	1,344	-753	6,508	9,080	-2,572	7,100	-1,980
Water treat plant, Pension	1,175	1,669	-494	12,925	12,013	912	14,100	2,087
Water treat plant, CPP/EI/WCB/HAPSET	1,958	2,540	-582	21,542	25,815	-4,274	23,500	-2,315
Water treat plant, Computer Supplies	3,333	7,254	-3,921	36,667	37,449	-782	40,000	2,551
Water treat plant, Other chemicals	92,500	128,104	-35,604	1,017,500	1,065,493	-47,993	1,110,000	44,507
Water treat plant, City Equip	625	0	625	6,875	4,877	1,998	7,500	2,623
Water treat plant, Maint supplies	18,333	10,407	7,926	201,667	206,215	-4,548	220,000	13,785
Water treat plant, Inventory	1,667	749	917	18,333	15,714	2,620	20,000	4,286
Water treat plant, Telephone	167	0	167	1,833	5,470	-3,636	2,000	-3,470
Water treat plant, Electrical	17,083	16,816	268	187,917	183,314	4,603	205,000	21,686
Total Water Treatment Plant	159,134	198,570	-39,439	1,750,466	1,817,502	-67,035	1,909,600	92,098
PWWW - Chlorine/Feeders, Salary	5,000	0	5,000	55,000	65,155	-10,155	60,000	-5,155
PWWW - Chlorine/Feeders, Chlorine	500	0	500	5,500	988	4,512	6,000	5,012
PWWW - Chlorine/Feeders, City Equip	833	0	833	9,163	9,299	-136	10,000	701
PWWW - Chlorine/Feeders, Maint supplies	2,667	195	2,472	29,337	14,360	14,977	32,000	17,640
PWWW - Chlorine/Feeders, Inventory	0	0	0	0	254	-254	0	-254
PWWW - Chlorine/Feeders, Hired equipment	0	0	0	0	872	-872	0	-872
PWWW - Chlorine/Feeders, Electrical	1,667	1,369	298	18,337	15,412	2,925	20,000	4,588
Total Purification Treatment	10,667	1,564	9,103	117,337	106,340	10,997	128,000	21,660

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Maint Hydrants/valves, Salary	5,833	12,211	-6,377	64,167	82,411	-18,245	70,000	-12,411
PWWW - Maint Hydrants/valves, City Equip	1,667	0	1,667	18,333	2,401	15,932	20,000	17,599
PWWW - Maint Hydrants/valves, Maint supplies	4,583	308	4,275	50,417	33,789	16,628	55,000	21,211
PWWW - Maint Hydrants/valves, Inventory	0	0	0	0	1,243	-1,243	0	-1,243
PWWW - Maint Hydrants/valves, Hired equipment	0	7,738	-7,738	0	11,942	-11,942	0	-11,942
PWWW - Main Line Repairs, Salary	7,500	10,084	-2,584	82,500	84,666	-2,166	90,000	5,334
PWWW - Main Line Repairs, City Equip	1,667	0	1,667	18,333	21,367	-3,033	20,000	-1,367
PWWW - Main Line Repairs, Maint supplies	2,917	2,094	822	32,083	25,725	6,359	35,000	9,275
PWWW - Main Line Repairs, Inventory	667	0	667	7,333	12,266	-4,932	8,000	-4,266
PWWW - Main Line Repairs, Hired equipment	5,417	5,241	176	59,583	61,148	-1,564	65,000	3,852
PWWW - Main Line Repairs, Media annouce	167	0	167	1,833	0	1,833	2,000	2,000
PWWW - Maint Feeder, Salary	4,583	232	4,352	50,417	14,456	35,961	55,000	40,544
PWWW - Maint Feeder, City Equip	1,667	0	1,667	18,333	514	17,820	20,000	19,486
PWWW - Maint Feeder, Maint supplies	2,083	5,340	-3,257	22,917	22,130	787	25,000	2,870
PWWW - Maint Feeder, Inventory	833	758	76	9,167	8,266	900	10,000	1,734
PWWW - Maint Feeder, Hired equipment	1,250	598	652	13,750	11,515	2,235	15,000	3,485
PWWW - Maint Feeder, Media annouce	167	0	167	1,833	0	1,833	2,000	2,000
PWWW - Water Lateral Repairs, Salary	20,833	26,985	-6,152	229,167	230,376	-1,209	250,000	19,624
PWWW - Water Lateral Repairs, City Equip	4,583	0	4,583	50,417	26,700	23,717	55,000	28,300
PWWW - Water Lateral Repairs, Maint supplies	5,000	1,884	3,116	55,000	42,927	12,073	60,000	17,073
PWWW - Water Lateral Repairs, Inventory	2,083	413	1,670	22,917	12,346	10,570	25,000	12,654
PWWW - Water Lateral Repairs, Hired equipment	6,667	4,985	1,682	73,333	53,559	19,775	80,000	26,441
PWWW - Water Lateral Repairs, Media annouce	167	0	167	1,833	0	1,833	2,000	2,000
PWWW - Water Lateral Repairs, Damage claims	417	0	417	4,583	2,769	1,814	5,000	2,231
PWWW - Hydrant Snowclearing, Salary	6,250	0	6,250	68,750	23,698	45,052	75,000	51,302
PWWW - Hydrant Snowclearing, City Equip	0	0	0	0	5,460	-5,460	0	-5,460
PWWW - Hydrant Snowclearing, Maint supplies	0	0	0	0	263	-263	0	-263
PWWW - Hydrant Snowclearing, Hired equipment	0	0	0	0	22,802	-22,802	0	-22,802
PWWW - Thaw Water Lines, Salary	417	0	417	4,583	1,159	3,424	5,000	3,841
PWWW - Thaw Water Lines, City Equip	167	0	167	1,833	64	1,770	2,000	1,936
PWWW - Thaw Water Lines, Maint supplies	292	0	292	3,208	138	3,070	3,500	3,362
PWWW - Thaw Water Lines, Hired equipment	375	0	375	4,125	0	4,125	4,500	4,500
PWWW - Clean Water Lines, Salary	5,417	6,496	-1,079	59,583	62,950	-3,367	65,000	2,050
PWWW - Clean Water Lines, City Equip	1,250	0	1,250	13,750	4,544	9,206	15,000	10,456
PWWW - Clean Water Lines, Maint supplies	833	0	833	9,167	33	9,133	10,000	9,967
PWWW - Clean Water Lines, Media annouce	167	0	167	1,833	0	1,833	2,000	2,000
PWWW - Flow Testing Program, Salary	2,083	3,258	-1,175	22,917	30,271	-7,354	25,000	-5,271
PWWW - Flow Testing Program, City Equip	417	0	417	4,583	4,198	386	5,000	803
PWWW - Flow Testing Program, Maint supplies	333	0	333	3,667	1,272	2,394	4,000	2,728
PWWW - Flow Testing Program, Hired equipment	0	0	0	0	738	-738	0	-738
PWWW - Water Traffic flaggers, Salary	5,417	1,781	3,635	59,583	83,054	-23,471	65,000	-18,054
PWWW - Water Traffic flaggers, City Equip	833	0	833	9,167	7,550	1,617	10,000	2,450
Total Water Mains & Hydrants	105,002	90,406	14,595	1,154,998	1,010,710	144,292	1,260,000	249,292
PWWW - Maint Sewer Mains, Salary	6,250	6,559	-309	68,750	66,926	1,824	75,000	8,074
PWWW - Maint Sewer Mains, Overtime	0	8	-8	0	2,160	-2,160	0	-2,160
PWWW - Maint Sewer Mains, Vacation	0	72	-72	0	1,229	-1,229	0	-1,229
PWWW - Maint Sewer Mains, Group Insurance	0	248	-248	0	2,563	-2,563	0	-2,563

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Maint Sewer Mains, Pension	0	326	-326	0	3,172	-3,172	0	-3,172
PWWW - Maint Sewer Mains, CPP/EI/WCB/HAPSET	0	813	-813	0	8,966	-8,966	0	-8,966
PWWW - Maint Sewer Mains, City Equip	4,167	0	4,167	45,837	29,504	16,333	50,000	20,496
PWWW - Maint Sewer Mains, Maint supplies	2,083	250	1,833	22,913	7,940	14,973	25,000	17,060
PWWW - Maint Sewer Mains, Inventory	0	45	-45	0	45	-45	0	-45
PWWW - Maint Sewer Mains, Hired equipment	833	0	833	9,163	7,071	2,092	10,000	2,929
PWWW - Maint Sewer Laterals, Salary	2,500	1,316	1,184	27,500	12,113	15,387	30,000	17,887
PWWW - Maint Sewer Laterals, Overtime	0	200	-200	0	2,034	-2,034	0	-2,034
PWWW - Maint Sewer Laterals, Vacation	0	23	-23	0	231	-231	0	-231
PWWW - Maint Sewer Laterals, Group Insurance	0	50	-50	0	525	-525	0	-525
PWWW - Maint Sewer Laterals, Pension	0	84	-84	0	660	-660	0	-660
PWWW - Maint Sewer Laterals, CPP/EI/WCB/HAPSET	0	200	-200	0	1,819	-1,819	0	-1,819
PWWW - Maint Sewer Laterals, City Equip	1,250	0	1,250	13,750	2,995	10,755	15,000	12,005
PWWW - Maint Sewer Laterals, Maint supplies	1,083	8	1,075	11,913	7,540	4,373	13,000	5,460
PWWW - Maint Sewer Laterals, Inventory	250	0	250	2,750	34	2,716	3,000	2,966
PWWW - Maint Sewer Laterals, Hired equipment	2,500	488	2,012	27,500	9,962	17,538	30,000	20,038
PWWW - Maint Sewer Laterals, Electrical	0	488	-488	0	488	-488	0	-488
PWWW - Maint Sewer Laterals, Damage claims	833	0	833	9,163	1,328	7,835	10,000	8,672
PWWW - Sewer Treat Plants, Salary	1,917	1,105	812	21,087	25,335	-4,248	23,000	-2,335
PWWW - Sewer Treat Plants, Overtime	0	0	0	0	1,175	-1,175	0	-1,175
PWWW - Sewer Treat Plants, Vacation	0	0	0	0	173	-173	0	-173
PWWW - Sewer Treat Plants, Group Insurance	0	41	-41	0	1,411	-1,411	0	-1,411
PWWW - Sewer Treat Plants, Pension	0	65	-65	0	1,707	-1,707	0	-1,707
PWWW - Sewer Treat Plants, CPP/EI/WCB/HAPSET	0	135	-135	0	3,802	-3,802	0	-3,802
PWWW - Sewer Treat Plants, City Equip	500	0	500	5,500	3,747	1,753	6,000	2,253
PWWW - Sewer Treat Plants, Maint supplies	2,083	0	2,083	22,913	17,424	5,489	25,000	7,576
PWWW - Sewer Treat Plants, Hired equipment	167	0	167	1,837	800	1,037	2,000	1,200
PWWW - Sewer Pump Stat, Salary	3,917	2,737	1,180	43,087	36,386	6,701	47,000	10,614
PWWW - Sewer Pump Stat, Overtime	0	215	-215	0	4,326	-4,326	0	-4,326
PWWW - Sewer Pump Stat, Vacation	0	23	-23	0	247	-247	0	-247
PWWW - Sewer Pump Stat, Group Insurance	0	111	-111	0	2,035	-2,035	0	-2,035
PWWW - Sewer Pump Stat, Pension	0	163	-163	0	2,331	-2,331	0	-2,331
PWWW - Sewer Pump Stat, CPP/EI/WCB/HAPSET	0	405	-405	0	5,674	-5,674	0	-5,674
PWWW - Sewer Pump Stat, City Equip	1,250	0	1,250	13,750	8,109	5,641	15,000	6,891
PWWW - Sewer Pump Stat, Maint supplies	2,917	4,199	-1,282	32,087	33,387	-1,300	35,000	1,613
PWWW - Sewer Pump Stat, Inventory	0	0	0	0	195	-195	0	-195
PWWW - Sewer Pump Stat, Hired equipment	333	997	-664	3,663	3,458	205	4,000	542
PWWW - Sewer Pump Stat, Telephone	167	0	167	1,837	0	1,837	2,000	2,000
PWWW - Sewer Pump Stat, Electrical	2,917	2,451	466	32,087	29,699	2,388	35,000	5,301
PWWW - Sewer Flow Test, Salary	1,250	1,540	-290	13,750	13,836	-86	15,000	1,164
PWWW - Sewer Flow Test, Overtime	0	0	0	0	262	-262	0	-262
PWWW - Sewer Flow Test, Vacation	0	10	-10	0	196	-196	0	-196
PWWW - Sewer Flow Test, Group Insurance	0	61	-61	0	572	-572	0	-572
PWWW - Sewer Flow Test, Pension	0	89	-89	0	739	-739	0	-739
PWWW - Sewer Flow Test, CPP/EI/WCB/HAPSET	0	194	-194	0	1,804	-1,804	0	-1,804
PWWW - Sewer Flow Test, City Equip	333	0	333	3,663	2,461	1,202	4,000	1,539
PWWW - Sewer Flow Test, Maint supplies	1,667	1,233	434	18,337	27,761	-9,424	20,000	-7,761
Total Saintary Systems	41,167	26,952	14,215	452,837	398,357	54,480	494,000	95,643

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW - Maint of Regulators, Salary	3,333	4,586	-1,253	36,667	34,934	1,732	40,000	5,066
PWWW - Maint of Regulators, Overtime	0	49	-49	0	785	-785	0	-785
PWWW - Maint of Regulators, Vacation	0	16	-16	0	308	-308	0	-308
PWWW - Maint of Regulators, Other leave	0	0	0	0	420	-420	0	-420
PWWW - Maint of Regulators, Group Insurance	0	196	-196	0	1,683	-1,683	0	-1,683
PWWW - Maint of Regulators, Pension	0	307	-307	0	2,279	-2,279	0	-2,279
PWWW - Maint of Regulators, CPP/EI/WCB/HAPSET	0	642	-642	0	5,050	-5,050	0	-5,050
PWWW - Maint of Regulators, City Equip	833	0	833	9,167	4,727	4,439	10,000	5,273
PWWW - Maint of Regulators, Maint supplies	3,750	1,089	2,661	41,250	33,217	8,033	45,000	11,783
PWWW - Maint of Regulators, Inventory	83	0	83	917	0	917	1,000	1,000
PWWW - Maint of Regulators, Hired equipment	0	0	0	0	2,336	-2,336	0	-2,336
PWWW - Maint of Regulators, Electrical	2,500	1,829	671	27,500	20,687	6,813	30,000	9,313
PWWW - Maint of water meters, Salary	1,667	2,757	-1,090	18,333	4,953	13,380	20,000	15,047
PWWW - Maint of water meters, Overtime	0	0	0	0	138	-138	0	-138
PWWW - Maint of water meters, Vacation	0	0	0	0	11	-11	0	-11
PWWW - Maint of water meters, Group Insurance	0	132	-132	0	238	-238	0	-238
PWWW - Maint of water meters, Pension	0	183	-183	0	310	-310	0	-310
PWWW - Maint of water meters, CPP/EI/WCB/HAPSET	0	378	-378	0	674	-674	0	-674
PWWW - Maint of water meters, City Equip	417	0	417	4,583	36	4,547	5,000	4,964
PWWW - Maint of water meters, Maint supplies	2,083	0	2,083	22,917	21,500	1,417	25,000	3,500
PWWW - Massey Drive Water Meters, Telephone	167	0	167	1,833	939	895	2,000	1,061
PWWW - Massey Drive Water Meters, Electrical	125	96	29	1,375	994	381	1,500	506
Total Regulations & Meters	14,958	12,260	2,700	164,542	136,219	28,323	179,500	43,281
PWWW - Maint of Reservoirs, Payroll	2,500	3,370	-870	27,500	27,022	478	30,000	2,978
PWWW - Maint of Reservoirs, City Equip	0	0	0	4,000	1,930	2,070	4,000	2,070
PWWW - Maint of Reservoirs, Maint supplies	0	0	0	15,000	6,581	8,419	15,000	8,419
PWWW - Maint of Reservoirs, Hired equipment	833	0	833	9,167	5,270	3,897	10,000	4,730
PWWW - Maint of Reservoirs, Telephone	83	0	83	917	0	917	1,000	1,000
PWWW - Maint of Reservoirs, Electrical	517	323	194	5,683	4,545	1,139	6,200	1,655
PWWW - Maint of Intakes, Payroll	2,083	1,716	367	22,913	23,178	-265	25,000	1,822
PWWW - Maint of Intakes, City Equip	0	0	0	0	2,562	-2,562	0	-2,562
PWWW - Maint of Intakes, Hired equipment	0	0	0	0	5,164	-5,164	0	-5,164
Total Reservoirs & Intakes	6,016	5,409	607	85,180	76,252	8,928	91,200	14,949
PWWW - Pumphouse, Payroll	2,500	6,664	-4,164	27,500	38,970	-11,470	30,000	-8,970
PWWW - Pumphouse, City Equip	417	0	417	4,583	2,960	1,624	5,000	2,040
PWWW - Pumphouse, Maint supplies	2,500	0	2,500	27,500	4,279	23,221	30,000	25,721
PWWW - Pumphouse, Inventory	0	0	0	0	369	-369	0	-369
PWWW - Pumphouse, Hired equipment	0	465	-465	0	5,146	-5,146	0	-5,146
PWWW - Pumphouse, Telephone	83	0	83	917	0	917	1,000	1,000
PWWW - Pumphouse, Electrical	2,500	1,762	738	27,500	20,478	7,022	30,000	9,522
Total Pumphouse	8,000	8,891	-890	88,000	72,202	15,799	96,000	23,799

City of Corner Brook
For the Eleven Months Ending November 30, 2023

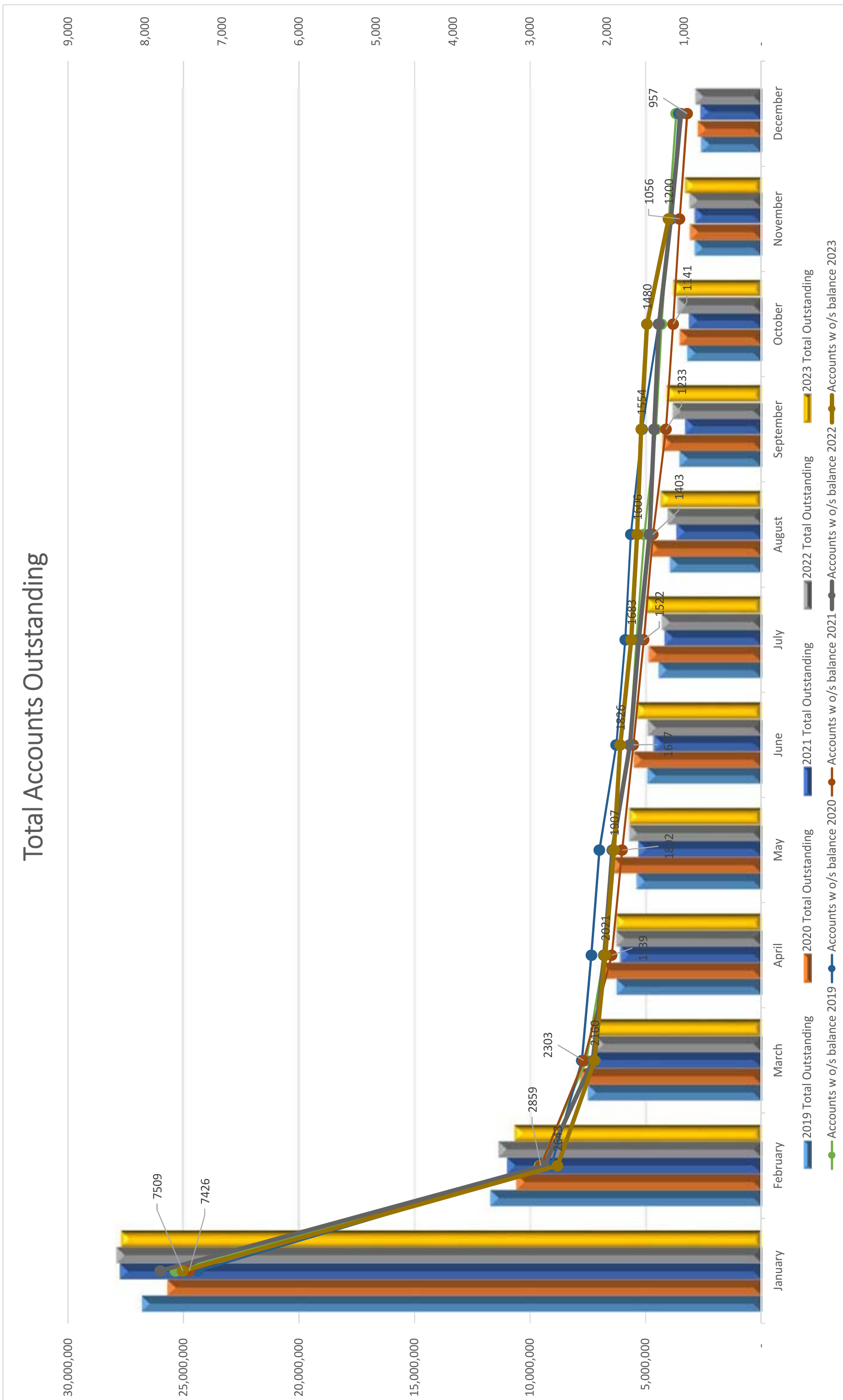
Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
Total W&S	344,944	344,052	891	3,813,360	3,617,582	195,784	4,158,300	540,722
Transit, Hired contractor	42,965	39,941	3,024	472,615	421,915	50,700	515,580	93,665
Transit, Electrical	125	79	46	1,375	946	429	1,500	554
Total Corner Brook Transit	43,090	40,020	3,070	473,990	422,861	51,128	517,080	94,218
PWWW - Jubilee Field, Payroll	0	0	0	5,000	14,401	-9,401	5,000	-9,401
PWWW - Jubilee Field, City Equip	0	0	0	500	2,785	-2,285	500	-2,285
PWWW - Jubilee Field, Maint supplies	0	0	0	2,000	3,583	-1,583	2,000	-1,583
PWWW - Jubilee Field, Hired equipment	0	0	0	500	503	-3	500	-3
PWWW - Jubilee Field, Hired contractor	0	0	0	20,000	31,200	-11,200	20,000	-11,200
PWWW - Jubilee Field, Electrical	0	448	-448	10,000	7,921	2,079	10,000	2,079
PWWW - MBP, Payroll	0	0	0	10,000	8,766	1,234	10,000	1,234
PWWW - MBP, City Equip	0	0	0	1,000	499	501	1,000	501
PWWW - MBP, Maint supplies	0	1,022	-1,022	7,500	6,770	730	7,500	730
PWWW - War Memorials, Payroll	0	0	0	250	995	-745	250	-745
PWWW - War Memorials, Hired contractor	0	0	0	0	103	-103	0	-103
PWWW - War Memorials, Electrical	0	22	-22	300	262	38	300	38
PWWW - Skateboard Park Payroll	0	0	0	250	0	250	250	250
PWWW - Skateboard park, Maint supplies	0	0	0	250	30	220	250	220
PWWW - Majectic Lawn - Payroll	0	0	0	500	0	500	500	500
Oper - Majestic Lawn, Hired contractor	0	0	0	0	220	-220	0	-220
PWWW - Majestic Lawn, Electrical	0	50	-50	500	398	102	500	102
PWWW - Athletic field maint, Payroll	0	1,106	-1,106	40,000	67,036	-27,036	40,000	-27,036
PWWW - Athletic field maint, City Equip	0	0	0	4,000	6,536	-2,536	4,000	-2,536
PWWW - Athletic field maint, Maint supplies	0	0	0	18,000	58,474	-40,474	18,000	-40,474
PWWW - Athletic field maint, Inventory	0	0	0	250	10	240	250	240
PWWW - Athletic field maint, Hired equipment	0	0	0	1,000	2,306	-1,306	1,000	-1,306
PWWW - Bash A&B, Electrical	0	42	-42	2,000	1,335	665	2,000	665
PWWW - Ambrose O'Rielly, Electrical	0	120	-120	2,000	1,453	547	2,000	547
PWWW - Playground maint, Payroll	0	0	0	8,500	13,047	-4,547	8,500	-4,547
PWWW - Playground maint, City Equip	0	0	0	1,500	2,234	-734	1,500	-734
PWWW - Playground maint, Maint supplies	0	0	0	8,000	4,197	3,803	8,000	3,803
PWWW - Playground maint, Inventory	0	0	0	0	96	-96	0	-96
PWWW - Playground maint, Hired equipment	0	0	0	0	1,073	-1,073	0	-1,073
PWWW - Wellington, Payroll	0	0	0	1,000	0	1,000	1,000	1,000
PWWW - Wellington, Maint supplies	0	0	0	1,000	750	250	1,000	250
PWWW - Wellington, Hired contractor	0	0	0	15,000	26,000	-11,000	15,000	-11,000
PWWW - Wellington, Electrical	0	1,498	-1,498	8,000	10,127	-2,127	8,000	-2,127
PWWW - Tennis courts, Payroll	0	0	0	250	0	250	250	250
PWWW - Tennis courts, Maint supplies	0	0	0	500	0	500	500	500
PWWW - Beautification, Payroll	0	812	-812	45,000	60,083	-15,083	45,000	-15,083
PWWW - Beautification, City Equip	0	0	0	6,500	10,977	-4,477	6,500	-4,477
PWWW - Beautification, Maint supplies	0	0	0	12,000	19,063	-7,063	12,000	-7,063
PWWW - Beautification, Inventory	0	0	0	1,000	0	1,000	1,000	1,000
PWWW - Beautification, Hired equipment	0	0	0	10,000	901	9,099	10,000	9,099

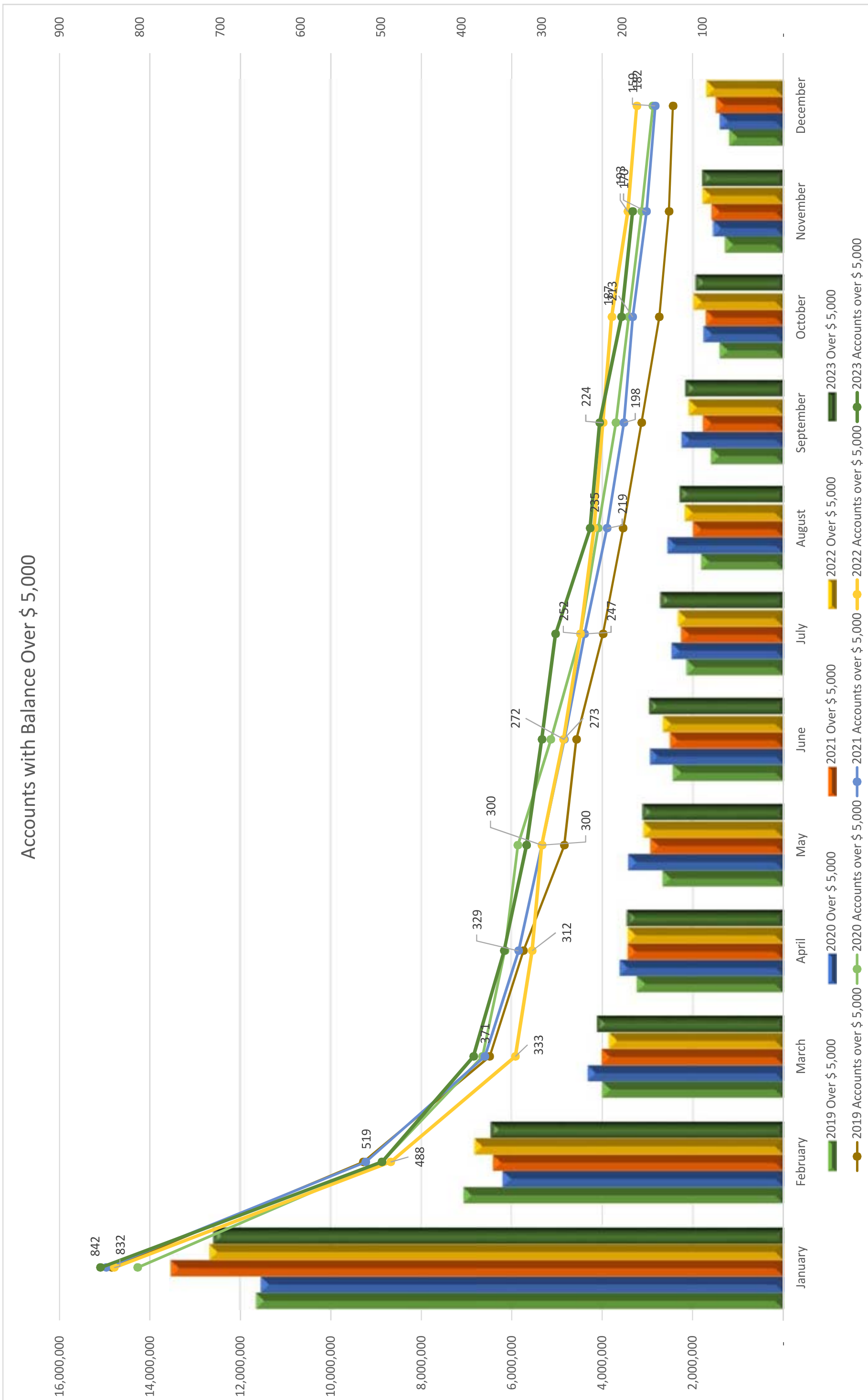
Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWW -Dog Park, Payroll	0	0	0	500	0	500	500	500
PWWW - Mowing, Payroll	0	0	0	39,000	39,302	-302	39,000	-302
PWWW - Mowing, City Equip	0	0	0	3,000	2,483	517	3,000	517
PWWW - Mowing, Hired contractor	0	0	0	0	11,000	-11,000	0	-11,000
PWWW - Tree Maintenance, Hired contractor	0	0	0	20,000	24,455	-4,455	20,000	-4,455
PWWW - Turf Maintenance, Salary	0	0	0	3,500	2,580	920	3,500	920
PWWW - Turf Maintenance, Payroll	0	0	0	0	623	-623	0	-623
PWWW - Turf Maintenance, Maint supplies	0	0	0	4,000	1,856	2,144	4,000	2,144
PWWW - Winter carnival, Salary	0	0	0	2,500	13,763	-11,263	2,500	-11,263
PWWW - Winter carnival, Overtime	0	0	0	0	946	-946	0	-946
PWWW - Winter carnival, Payroll	0	0	0	0	2,790	-2,790	0	-2,790
PWWW - Winter carnival, City Equip	0	0	0	1,500	4,945	-3,445	1,500	-3,445
PWWW - Winter carnival, Maint supplies	0	0	0	1,500	1,615	-115	1,500	-115
PWWW - Watchman, Salary	2,917	2,046	870	32,083	26,194	5,889	35,000	8,806
PWWW - Watchman, Payroll	0	443	-443	0	5,609	-5,609	0	-5,609
PWWW - Watchman, City Equip	0	0	0	0	58	-58	0	-58
PWWW - Parades and Special Events, Salary	1,042	413	628	11,458	11,787	-328	12,500	713
PWWW - Parades & Special Events, Overtime	500	82	418	5,500	14,951	-9,451	6,000	-8,951
PWWW - Parades and Special Events, Payroll	0	79	-79	0	4,774	-4,774	0	-4,774
PWWW - Parades and Special Events, City Equip	167	0	167	1,833	1,171	663	2,000	829
IPW - Parades & Special Events, Hired contractor	83	3,048	-2,965	917	5,926	-5,009	1,000	-4,926
PWWW - Garbage collect - Public Space, Salary	4,333	6,732	-2,398	47,667	61,580	-13,914	52,000	-9,580
Garbage collect - Public Space, City Equip	625	0	625	6,875	7,453	-578	7,500	47
Garbage collect - Public Space, Inventory	0	196	-196	0	1,891	-1,891	0	-1,891
Splashpad, Salary	1,667	212	1,455	18,337	12,476	5,861	20,000	7,524
Splashpad, Overtime	0	2	-2	0	315	-315	0	-315
Splashpad, Vacation	0	3	-3	0	185	-185	0	-185
Splashpad, Group Insurance	0	5	-5	0	358	-358	0	-358
Splashpad, Pension	0	12	-12	0	736	-736	0	-736
Splashpad, CPP/EI/WCB/HAPSET	0	25	-25	0	1,591	-1,591	0	-1,591
Splashpad, City Equip	0	0	0	0	694	-694	0	-694
Splashpad, Maint supplies	0	0	0	0	903	-903	0	-903
Total Parks & Recreation	11,334	18,418	-7,086	444,220	629,144	-184,922	455,550	-173,592
Recover - Garage exp, Salary	0	45,650	-45,650	0	374,833	-374,833	0	-374,833
Recover - Garage exp, Overtime	0	7,068	-7,068	0	27,186	-27,186	0	-27,186
Recover - Garage exp, Vacation	0	962	-962	0	29,851	-29,851	0	-29,851
Recover - Garage exp, Sick	0	2,844	-2,844	0	34,582	-34,582	0	-34,582
Recover - Garage exp, Group Insurance	0	1,965	-1,965	0	17,362	-17,362	0	-17,362
Recover - Garage exp, Pension	0	2,681	-2,681	0	24,993	-24,993	0	-24,993
Recover - Garage exp, CPP/EI/WCB/HAPSET	0	6,756	-6,756	0	56,559	-56,559	0	-56,559
Recover - Garage exp, Gas/Oil	0	0	0	0	427,206	-427,206	0	-427,206
Recover - Garage exp, Maint supplies	0	30,480	-30,480	0	336,422	-336,422	0	-336,422
Recover - Garage exp, Other supplies	0	0	0	0	22,549	-22,549	0	-22,549
Recover - Garage exp, Inventory	0	2,200	-2,200	0	33,893	-33,893	0	-33,893
Recover - Garage exp, Meal Vouchers	0	0	0	0	71	-71	0	-71
Recover - Garage rev, Misc Revenue	0	0	0	0	-942,893	942,893	0	942,893
Total Garage	0	100,606	-100,606	0	442,614	-442,613	0	-442,613

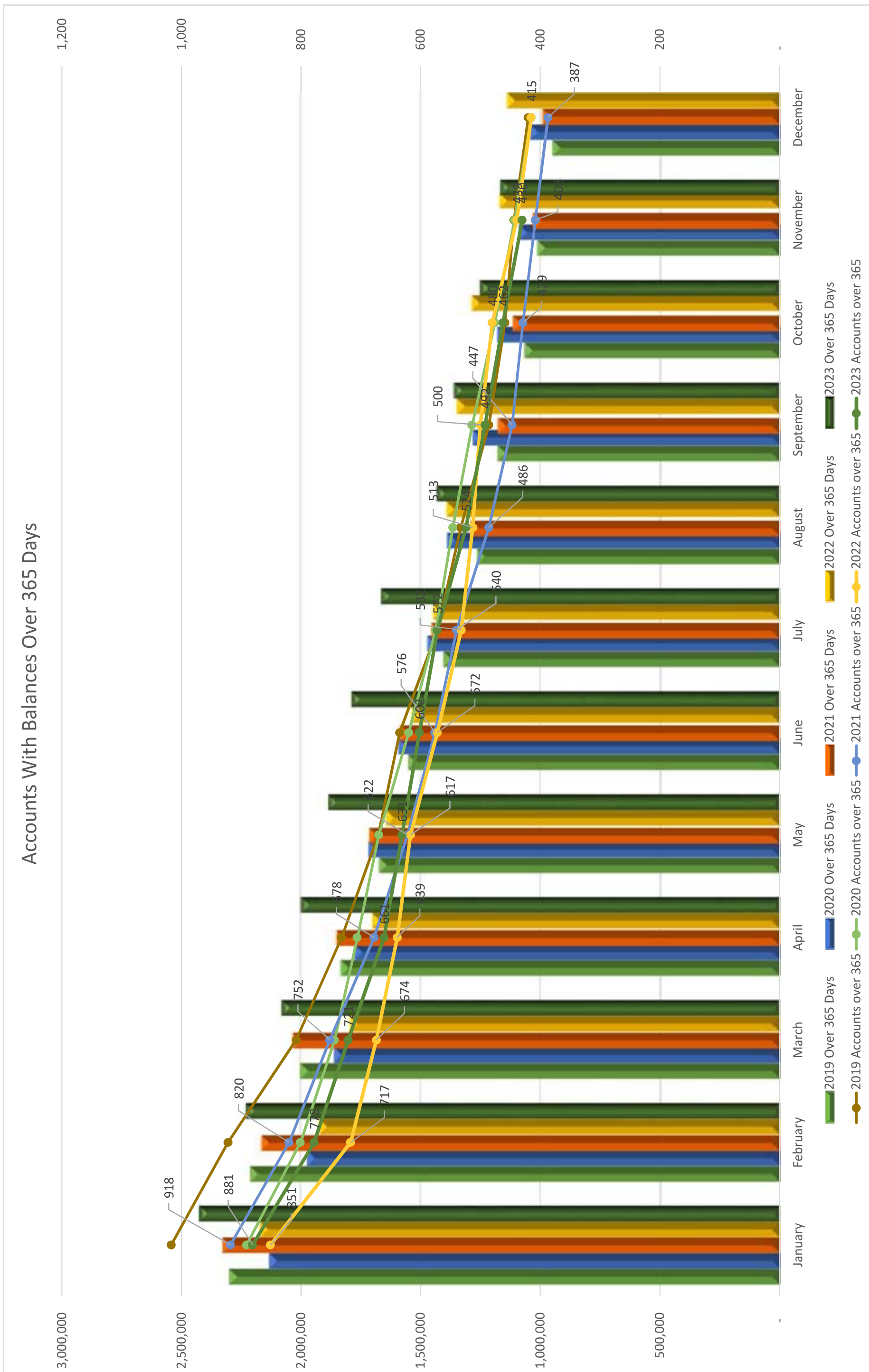
Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
PWWWW-Sinkhole-Repair, Salary	0	0	0	0	8,430	-8,430	0	-8,430
PWWWW-Sinkhole-Repair, Group Insurance	0	0	0	0	204	-204	0	-204
PWWWW-Sinkhole-Repair, Pension	0	0	0	0	265	-265	0	-265
PWWWW-Sinkhole-Repair, CPP/EI/WCB/HAPSET	0	0	0	0	1,483	-1,483	0	-1,483
PWWWW-Sinkhole-Repair, Maint supplies	0	0	0	0	32,324	-32,324	0	-32,324
PWWWW-Sinkhole-Repair, Hired contractor	0	0	0	0	633	-633	0	-633
Total Sinkhole	0	0	0	0	43,339	-43,340	0	-43,340
Total Public Works, Water & Waste Water	854,303	980,140	-125,834	11,193,977	11,089,815	104,172	12,334,650	1,244,843
Grants, Corner Brook Stream	0	0	0	110,000	110,000	0	110,000	0
Grants, Museum Grant	0	0	0	15,000	15,000	0	15,000	0
Grants, Museum -Shared Postion	0	0	0	23,000	24,500	-1,500	23,000	-1,500
Grants, Misc Grants	5,895	0	5,895	64,840	17,900	46,940	70,735	52,835
Grants, Winter Carnival	0	0	0	15,000	17,884	-2,884	15,000	-2,884
Grants, Tourism Bureau	0	0	0	22,000	22,000	0	22,000	0
Grants, CNA Scholarhsip	0	0	0	1,000	1,000	0	1,000	0
Grants, Hospital Foundation	0	0	0	1,000	1,000	0	1,000	0
Grants, MUN Scholarship	0	0	0	1,000	1,000	0	1,000	0
Grants, CBRH Scholarship	0	0	0	1,000	1,000	0	1,000	0
Grants, Corner Brook Running Club	0	0	0	2,000	2,000	0	2,000	0
Grants, Craig Hiscock Memorial	0	0	0	500	500	0	500	0
Grants, Railway Society	0	0	0	2,000	2,000	0	2,000	0
Total Grants	5,895	0	5,895	258,340	215,784	42,557	264,235	48,451
COOR, Capital out of revenue	104,350	66,783	37,567	1,147,850	401,267	746,583	1,252,200	850,933
COOR, Gas Tax	74,717	0	74,717	821,887	438,746	383,141	896,600	457,854
Total COOR	179,067	66,783	112,284	1,969,737	840,013	1,129,724	2,148,800	1,308,787
Debt charges, Allow for uncollect	10,000	10,000	0	110,000	110,000	0	120,000	10,000
Debt charges, Bank Charges	1,083	0	1,083	11,913	9,388	2,525	13,000	3,612
Debt charges, FCM prin	2,500	0	2,500	27,500	15,000	12,500	30,000	15,000
Debt charges, FCM Int	325	0	325	3,575	1,979	1,596	3,900	1,921
Debt charges, CMHC prin	135,158	0	135,158	1,486,738	1,621,923	-135,185	1,621,900	-23
Debt charges, CMHC int	10,975	0	10,975	120,725	131,674	-10,949	131,700	26
Debt charges, Principal 2017/18	68,975	69,577	-602	758,725	757,894	831	827,700	69,806
Debt charges, Interest 2017/18	1,917	1,309	608	21,087	21,857	-770	23,000	1,143
Debt charges, 2020 Borrowing principal	11,075	0	11,075	121,825	0	121,825	132,900	132,900
Debt charges, 2020 Borroiwng Interest	3,075	0	3,075	33,825	0	33,825	36,900	36,900
Debt charges, Principal RAC	40,850	0	40,850	449,350	0	449,350	490,200	490,200
Debt charges, Interest RAC	11,675	0	11,675	128,425	0	128,425	140,100	140,100
Total Debt Charges	297,608	80,886	216,722	3,273,688	2,669,715	603,973	3,571,300	901,585
Reserves, Reserve Capital	0	0	0	0	0	0	1,500,000	1,500,000

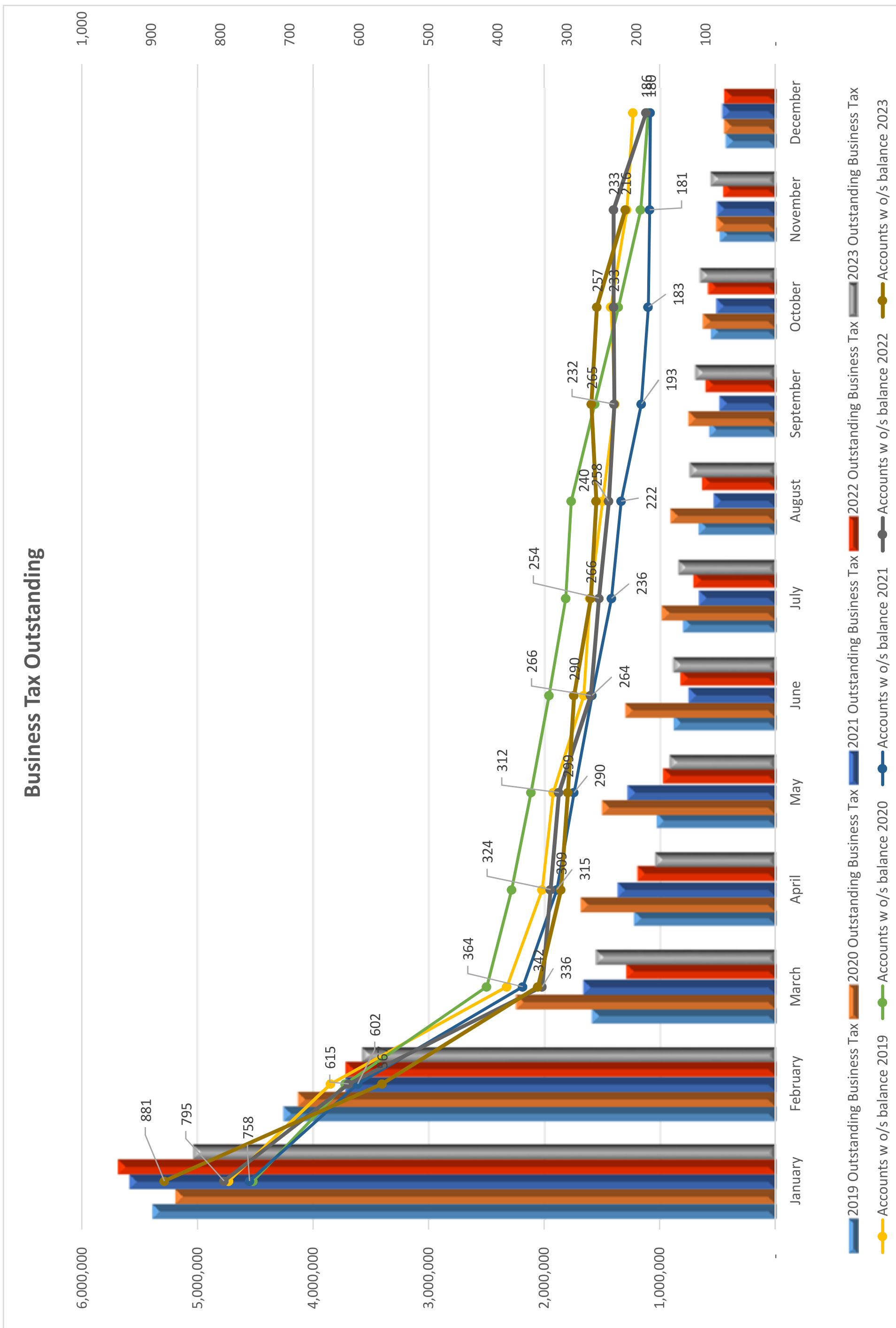
City of Corner Brook
For the Eleven Months Ending November 30, 2023

Account	MTD Budget November2023	MTD Actual November2023	MTD Variance	YTD Budget November2023	YTD Actual November2023	YTD Variance	Annual Budget	Remaining Budget
Reserves, Reserve W/S	0	0	0	0	0	0	1,030,700	1,030,700
Total Reserves	0	0	0	0	0	0	2,530,700	2,530,700
Total Expenses	2,665,029	2,742,269	-77,247	31,928,725	29,860,824	2,067,924	37,414,835	7,554,030
Recover - Garage exp, Other supplies	0	100,606	-100,606	0	1,389,253	-1,389,253	0	-1,389,253
Recover - Garage revenues	0	0	0	0	-942,893	942,893	0	942,893


Total Accounts Outstanding
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
5,000,000
-
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
-
January
February
March
April
May
June
July
August
September
October
November
December
7509
7426
2859
2303
2160
2021
1739
1907
1832
1826
1617
1681
1522
1606
1403
1554
1233
1480
1141
1056
1200
957
2019 Total Outstanding
2020 Total Outstanding
2021 Total Outstanding
2022 Total Outstanding
2023 Total Outstanding
Accounts w o/s balance 2019
Accounts w o/s balance 2020
Accounts w o/s balance 2021
Accounts w o/s balance 2022
Accounts w o/s balance 2023


Accounts with Balance Over $ 5,000
January
February
March
April
May
June
July
August
September
October
November
December
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
900
800
700
600
500
400
300
200
100
842
832
519
488
371
333
329
312
300
300
272
273
252
247
235
219
224
198
187
213
193
170
159
182
2019 Over $ 5,000
2020 Over $ 5,000
2021 Over $ 5,000
2022 Over $ 5,000
2023 Over $ 5,000
2019 Accounts over $ 5,000
2020 Accounts over $ 5,000
2021 Accounts over $ 5,000
2022 Accounts over $ 5,000
2023 Accounts over $ 5,000


Accounts With Balances Over 365 Days
January
February
March
April
May
June
July
August
September
October
November
December
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
1,200
1,000
800
600
400
200
2019 Over 365 Days
2020 Over 365 Days
2021 Over 365 Days
2022 Over 365 Days
2023 Over 365 Days
2019 Accounts over 365
2020 Accounts over 365
2021 Accounts over 365
2022 Accounts over 365
2023 Accounts over 365


Business Tax Outstanding
January
February
March
April
May
June
July
August
September
October
November
December
2019 Outstanding Business Tax
2020 Outstanding Business Tax
2021 Outstanding Business Tax
2022 Outstanding Business Tax
2023 Outstanding Business Tax
Accounts w o/s balance 2019
Accounts w o/s balance 2020
Accounts w o/s balance 2021
Accounts w o/s balance 2022
Accounts w o/s balance 2023

Information Report (IR)

Subject: Recreation Update

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: Recreation
Staff Contact: Sievendra Maistry, Director of Finance and Administration
Topic Overview: The following is an update from the Recreation Department

BACKGROUND INFORMATION:

Recreation

There has been a surge in indoor activities with the arrival of winter. School teams and adult sport groups are still in full swing in our gymnasium which includes baseball, volleyball, rugby, pickleball and basketball!

The Recreation Departments daytime programming is still going strong. Active Tots and Pickleball have seen steady numbers and the Older Adult Fitness Class with Nora Lundrigan has been averaging 40-50 participants every class. Please refer to the Civic Centre's Facebook Page for updates on activities at the Centre.

The National Childs Day event took place in the Civic Centre Studio Gym on November 5th and was a huge success again this year. The event was well attended and children enjoyed the gym activities, bouncy castles, and some light snacks. It's always great to see the families come out and enjoy this event together!

Civic Centre

The ice season has been exceptionally busy with tournaments, rep team tryouts and U18 AAA male provincial league play, senior hockey, adult recreation, general/family/adult skates, as well as, regular daily programming.

The following tournaments are scheduled between November and December:

- CBMHA Rep team tryouts – all divisions – male and female;
- U15 Male AAA provincial tournament – Nov 3-5;
- U18 Male AAA League play – Nov 3-5, Nov 9-11, Dec 16 and Dec 20-22;
- U18 House League tournament – Nov 17-19;

- U15 House League tournament – Nov 24-26;
- U11 Western Regional Rep tournament (12 teams) – Dec 1-3;
- U16 Male provincial tournament – Dec 8-10;
- U13 Female AAA provincial tournament Dec 15-16-17;
- U11 House League tournament Dec 15-17;

The Corner Brook Royals senior team started their season with four home games 2 vs Deer lake Red Wings, 1 vs Stephenville Lighting and 1 vs Grand Falls Cataracts. The next Royals home games will take place on Jan 6th & 7th vs the Grand Falls Cataracts.

The Civic Centre hosted two major craft fairs in November followed by the Hospital Foundation Gala. This was the first time since the pandemic that the Gala and auction were hosted in person. The Gala preceded three major Christmas parties hosted in the Studio.

The Corner Brook Minor Hockey Association, Silver Blades, the Western Kings, the Western Warriors and most adult recreational leagues will break for the holiday season post Dec 18th. The Centre will host a hockey camp on Dec 27-28-29.

December 18th the Corner Brook Fire Department will play the RNC in a Charity Game – Main Arena 6:30-8:30pm. Admission to the game is a donation at the door where all proceeds will go toThe Special Olympics and the Muscular Dystrophy Association.

The walking track will remain open daily with the exceptions of Christmas Eve after 2:00pm, Christmas Day, Boxing Day and New Year's Day. There will be a free family skate on Dec 31st from 1:00pm – 3:00pm in both rinks open to the public.

Director of Finance and Administration	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

City Manager

Information Report (IR)

Subject: Tourism Update December 2023

To:	Rodney Cumby
Meeting:	Committee of the Whole - 11 Dec 2023
Department:	Recreation
Staff Contact:	Jessica Smith, Legislative Assistant
Topic Overview:	Tourism Update

BACKGROUND INFORMATION:

Cruise Season

2023 season was successful. The City provided entertainment, Information booths, greeters, the Mill Whistler and more for the visitors.

A look at the economic impact of cruise in our community, passenger numbers are crucial as there was a 57.8% increase in passenger numbers from 2022 to 2023.

Numbers for 2019 and 2022 are included below to emphasize the increase in numbers for 2023.

Included are the forecasted numbers for 2024 which include ship capacities

2023 Highlights and 2024 Forecast

Corner Brook, NL	2019	2022	2023	2024
Pax	25,130	25,951	40,948	57,901
Calls	18	23	28	37
Crew	11,552	14,928	20,246	24,535
Inaugurals	3	8	6	7

Christmas Parade - The city float was well received, positive videos and pictures are circulating social media. Staff had a great time greeting residents.

Caroling –Friday - Dec 15th

The City caroling event will take place at City hall at 6:00pm. A short portion of the event will be filmed live by CBC during their “Feed N.L Day”. Carolers dressed in Victorian attire will lead the caroling.

City staff will hand out hot choc and treats.

Residents are encouraged to attend.

Note: Supervisor of Tourism along with a few carolers will attend the morning event, CBC has at Robins on Herald Avenue.

Legislative Assistant	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

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City Manager

Information Report (IR)

Subject: Council Meeting Schedule

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: City Manager
Staff Contact: Gloria Manning, Legislative Assistant
Topic Overview: The Council Meeting Schedule for January 2024 to December 2024 is below.

BACKGROUND INFORMATION:

Section 31 of the City of the Corner Brook Act requires that Council meet at least once a month for the dispatch of general business. Council meetings are in the form of a Regular Meeting and a Committee of the Whole Meeting, both of which are public meetings. A confirmed schedule will allow for improved communication to staff, council, the public and the media. The following is the proposed Council Meeting schedule for the period of January 2024 to December 2024, however the schedule is subject to change:

Council Meeting Type	Meeting Date
Regular Meeting	January 8
Committee of the Whole	January 22
Regular Meeting	February 5
Committee of the Whole	February 26
Regular Meeting	March 11
Committee of the Whole	March 25
Regular Meeting	April 8
Committee of the Whole	April 22
Regular Meeting	May 6
Committee of the Whole	May 27
Regular Meeting	June 10
Committee of the Whole	June 24
Regular Meeting	July 15
Regular Meeting	August 19
Committee of the Whole	September 9
Regular Meeting	September 23
Committee of the Whole	October 7
Regular Meeting	October 21

Regular Meeting	November 18
Regular Meeting	December 2
Committee of the Whole	December 16

**Public Council Meetings: 7pm except meetings occurring in July and August will be held at 5:00 p.m.

GOVERNANCE IMPLICATIONS:

Legislation
City of Corner Brook Act
31

Legislative Assistant	Approved - 05 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

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City Manager

Request for Decision (RFD)

Subject: RFD Winter 2023 Hired Equipment List

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: City Manager
Staff Contact: Dawn Marshall, Fleet Management Coordinator
Topic Overview:
Attachments: Hired Equipment List - December 22, 2023 to May 21, 2024 - COUNCIL COPY

BACKGROUND INFORMATION:

Twice yearly the City of Corner Brook invites contractors to submit hourly pricing on specific Heavy Equipment such as Loaders, Backhoe, Tandems, Excavators, Mini Excavators, Boom trucks, etc. Once received a list is compiled sorted from least to most expensive hour rates and is brought forward to Council for approval.

PROPOSED RESOLUTION:

Be it resolved to accept the quotations for the Winter Hired Equipment list as attached for the period of Dec 22, 2023 & ending May 21, 2024 on a standing offer basis.

FINANCIAL IMPACT:

Various Public Works, Water, and Wastewater accounts on an as needed basis.

Budget Code: Various

Finance Type: Budget

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications

RECOMMENDATION:

It is the recommendation to approve the attached Hired Equipment List.

ALTERNATIVE IMPLICATIONS:

Failure to approve this list may result in complications or interruptions of snow clearing operations.

Legislative Assistant Approved - 06 Dec 2023

Administrative Assistant Approved - 06 Dec 2023

City Manager

Hired Equipment
December 22, 2023 - May 21, 2024

Loader with Blade

Contractor	Model	Telephone Numbers	Rate
Sharon Wheeler	2022 914M CAT	[redacted]	$61.59
Make Enterprises Ltd.	2008 930H CAT		$108.00
Ambstemel Trucking Ltd.	2016 CAT 924K		$108.33
Humber Arm Contracting Inc.	2004 John Deere 444J		$119.95
Lundrigan's Contracting	2000 CAT IT 28G		$120.00
Humber Arm Contracting Inc.	2011 544 John Deere		$123.05
Humber Arm Contracting Inc.	2011 544 John Deere		$123.05
Humber Arm Contracting Inc.	2012 624 John Deere		$129.10
Humber Arm Contracting Inc.	2015 644 John Deere		$139.05
Ron Flynn Transport Ltd.	2014 924H CAT		$145.00
Dawe's Equipment	2019 Komatsu WA200		$150.00
JCL Investments Inc.	2014 John Deere 544		$165.00
JCL Investments Inc.	2014 John Deere 544		$165.00

Loader with Wing and Blade

Contractor	Model	Telephone Numbers	Rate
JCL Investments Inc.	2014 John Deere 544	[redacted]	$175.00
JCL Investments Inc.	2014 John Deere 544		$175.00
Humber Arm Contracting Inc.	2011 544 John Deere		$199.60
Humber Arm Contracting Inc.	2011 544 John Deere		$199.60

Hired Equipment
December 22, 2023 - May 21, 2024

Loader with Snow Basket

Contractor	Model	Telephone Numbers	Rate
Sharon Wheeler	2022 914M CAT	[redacted]	$65.65
Make Enterprises Ltd.	2008 930H CAT		$108.00
Ambstemel Trucking Ltd.	2016 CAT 924K		$115.00
Humber Arm Contracting Inc.	2004 John Deere 444J		$123.05
Humber Arm Contracting Inc.	2011 John Deere 544		$125.05
Humber Arm Contracting Inc.	2011 544 John Deere		$125.05
Humber Arm Contracting Inc.	2012 624 John Deere		$129.10
Humber Arm Contracting Inc.	2015 644 John Deere		$139.05
Ron Flynn Transport Ltd.	2014 924H CAT		$145.00
Lundrigan's Contracting	2000 CAT IT 28G		$150.00
JCL Investments Inc.	2014 John Deere 544		$165.00
JCL Investments Inc.	2014 John Deere 544		$165.00
Dawe's Equipment	2019 Komatsu WA200		$165.00

Loader with Snow Blower

Contractor	Model	Telephone Numbers	Rate
Humber Arm Contracting Inc.	2015 644 John Deere	[redacted]	$299.99

D. Marshall November 15, 2023 Page 2

Hired Equipment
December 22, 2023 - May 21, 2024

Rubber Tire Backhoe

Contractor	Model	Telephone Numbers	Rate
A-1 Transportation Ltd.	2013 3CX JCB	[redacted]	$54.00
Twin Mountain Contracting Ltd.	2016 420F CAT	[redacted]	$57.77
Make Enterprises Ltd.	2013 B958 New Holland	[redacted]	$59.00
Ambstemel Trucking Ltd.	2014 420F CAT	[redacted]	$59.73
Lundrigan's Contracting	2010 John Deere 310J	[redacted]	$64.00
Ron Flynn Transport Ltd.	2018 420 IT CAT	[redacted]	$75.00
Humber Arm Contracting Inc.	2010 420 D CAT	[redacted]	$97.40
Three G Services	2022 JCB 3CX	[redacted]	$100.00
Dawe's Equipment	2023 JCB 3CX	[redacted]	$100.00
JCL Investments Inc	2016 John Deere 310	[redacted]	$105.00
JCL Investments Inc	2015 John Deere 410	[redacted]	$105.00
JCL Investments Inc	2017 John Deere 310	[redacted]	$105.00

Rubber Tire Backhoe with Blade

Contractor	Model	Telephone Numbers	Rate
Twin Mountain Contracting Ltd.	2016 420F CAT	[redacted]	$57.77
Make Enterprises Ltd.	2013 B958 New Holland	[redacted]	$59.00
A-1 Transportation Ltd.	2013 3CX JCB	[redacted]	$59.00
Ron Flynn Transport Ltd.	2018 420 IT CAT	[redacted]	$75.00
Lundrigan's Contracting	2010 John Deere 310J	[redacted]	$84.00
Ambstemel Trucking Ltd.	2014 420F CAT	[redacted]	$89.00
Humber Arm Contracting Inc.	2010 420 D CAT	[redacted]	$97.40
Three G Services	2022 JCB 3CX	[redacted]	$100.00
Dawe's Equipment	2023 JCB 3CX	[redacted]	$100.00

Hired Equipment
December 22, 2023 - May 21, 2024

Rubber Tire Backhoe with Breaker Attachment

Contractor	Model	Telephone Numbers	Rate
A-1 Transportation Ltd.	2013 3CX JCB	[redacted]	$48.00
Ron Flynn Transport Ltd.	2018 420 IT CAT	[redacted]	$59.98
Twin Mountain Contracting Ltd.	2016 420F CAT	[redacted]	$69.77
Lundrigan's Contracting	2010 John Deere 310J	[redacted]	$85.00
Ambstemel Trucking Ltd.	2014 420F CAT	[redacted]	$125.00
Humber Arm Contracting Inc.	2010 420 D CAT	[redacted]	$148.75

Rubber Tire Backhoe with Snow Basket

Contractor	Model	Telephone Numbers	Rate
A-1 Transportation Ltd.	2013 3CX JCB	[redacted]	$57.00
Twin Mountain Contracting Ltd.	2016 420F CAT	[redacted]	$57.77
Make Enterprises Ltd.	2013 B958 New Holland	[redacted]	$59.00
Ron Flynn Transport Ltd.	2018 420 IT CAT	[redacted]	$75.00
Lundrigan's Contracting	2010 John Deere 310J	[redacted]	$84.00
Ambstemel Trucking Ltd.	2014 420F CAT	[redacted]	$89.00
Three G Services	2022 JCB 3CX	[redacted]	$100.00
Humber Arm Contracting Inc.	2010 420 D CAT	[redacted]	$110.10
Dawe's Equipment	2023 JCB 3CX	[redacted]	$120.00

Hired Equipment
December 22, 2023 - May 21, 2024

Tandem Dump Truck			
Contractor	**Model**	**Telephone Numbers**	**Rate**
Ron Flynn Trucking	1994 Volvo	[redacted]	$56.49
A-1 Transportation Ltd.	2009 VHD Volvo	[redacted]	$58.00
Make Enterprises Ltd.	2006 7600 International	[redacted]	$59.00
Lundrigan's Contracting	2002 International Eagle	[redacted]	$64.00
D&D Excavating and Trucking Ltd.	2000 Sterling	[redacted]	$84.97
Ambstemel Trucking Ltd.	2002 Kenworth T800	[redacted]	$85.00
Twin Mountain Contracting Ltd.	2014 KW T800	[redacted]	$90.00
Ambstemel Trucking Ltd.	2010 T-800 Kenworth	[redacted]	$94.00
Lundrigan's Contracting	1996 Volvo	[redacted]	$95.00
JCL Investments Inc	2014 International 7600	[redacted]	$100.00
JCL Investments Inc	2016 International 7600	[redacted]	$100.00
JCL Investments Inc	2016 International 7600	[redacted]	$100.00
Humber Arm Contracting Inc.	2011 9300 Western Star	[redacted]	$113.50
Humber Arm Contracting Inc.	1988 9300 International	[redacted]	$118.00
Humber Arm Contracting Inc.	1988 9300 International	[redacted]	$119.90
Humber Arm Contracting Inc.	2014 Western Star 9300	[redacted]	$129.80
Humber Arm Contracting Inc.	2016 Western Star 9300	[redacted]	$129.80
JCL Investments Inc	2017 International Hx 620	[redacted]	$145.00
JCL Investments Inc	2017 International Hx 620	[redacted]	$145.00
JCL Investments Inc	2017 International Hx 620	[redacted]	$145.00

Hired Equipment
December 22, 2023 - May 21, 2024

Excavator

Contractor	Model	Telephone Numbers	Rate
A-1 Transportation Ltd.	2000 315 CAT	[redacted]	$92.00
D&D Excavating and Trucking Ltd.	1995 EX150 Hitachi		$97.37
Ambstemel Trucking Ltd.	2011 CAT 314D		$98.30
Make Enterprises Ltd.	2006 160CLC John Deere		$115.00
Twin Mountain Contracting Ltd.	2022 Hyundai HX130A		$125.00
Humber Arm Contracting Inc.	2010 160 John Deere		$138.95
Humber Arm Contracting Inc.	2011 200 John Deere		$158.90
Humber Arm Contracting Inc.	2013 290 John Deere		$194.75
JCL Investments Inc	2014 John Deere 210		$195.00
JCL Investments Inc	2014 John Deere 210		$195.00
Humber Arm Contracting Inc.	2010 John Deere 350		$242.16

Excavator with Breaker Attachment

Contractor	Model	Telephone Numbers	Rate
Ambstemel Trucking Ltd.	2011 CAT 314D	[redacted]	$165.00
Twin Mountain Contracting Ltd.	2022 Hyundai HX130A		$175.00
Humber Arm Contracting Inc.	2011 200 John Deere		$193.50
JCL Investments Inc	2014 John Deere 210		$235.00
JCL Investments Inc	2014 John Deere 210		$235.00

Excavator with Grab Attachment

Contractor	Model	Telephone Numbers	Rate
Ambstemel Trucking Ltd.	2011 CAT 314D	[redacted]	$113.00
Make Enterprises Ltd.	2006 160CLC John Deere		$115.00
Twin Mountain Contracting Ltd.	2022 Hyundai HX130A		$140.00
Humber Arm Contracting Inc.	2011 200 John Deere		$198.50
JCL Investments Inc	2014 John Deere 210		$200.00
JCL Investments Inc	2014 John Deere 210		$200.00

Hired Equipment
December 22, 2023 - May 21, 2024

Mini Excavator

Contractor	Model	Telephone Numbers	Rate
Lundrigan's Contracting	2006 Takeuchi TB 125	[redacted]	$44.00
Ambstemel Trucking Ltd.	2016 304 CAT	[redacted]	$54.73
Sharon Wheeler	2021 John Deere 50G	[redacted]	$57.58
Twin Mountain Contracting Ltd.	2015 50G John Deere	[redacted]	$57.77
Twin Mountain Contracting Ltd.	2012 75D John Deere	[redacted]	$59.77
Humber Arm Contracting Inc.	2020 50D John Deere	[redacted]	$84.10
Three G Services	2017 Takeuchi TB 240	[redacted]	$90.00
Three G Services	2021 CAT 303	[redacted]	$90.00
Lundrigan's Contracting	2002 CAT 307 B	[redacted]	$94.00
JCL Investments Inc	2009 John Deere 35	[redacted]	$95.00
JCL Investments Inc	2016 John Deere 75	[redacted]	$125.00

Mini Excavator with Breaker Attachment

Contractor	Model	Telephone Numbers	Rate
Sharon Wheeler	2022 John Deere 50 G	[redacted]	$69.69
Ambstemel Trucking Ltd.	2016 304 CAT	[redacted]	$69.73
Twin Mountain Contracting Ltd.	2015 50G John Deere	[redacted]	$74.00
Twin Mountain Contracting Ltd.	2012 75D John Deere	[redacted]	$89.77
Humber Arm Contracting Inc.	2020 50D John Deere	[redacted]	$107.20
Three G Services	2017 Takeuchi TB 240	[redacted]	$120.00

Hired Equipment
December 22, 2023 - May 21, 2024

Mini Excavator with Grab Attachment

Contractor	Model	Telephone Numbers	Rate
Ambstemel Trucking Ltd.	2016 304 CAT	[redacted]	$54.73
Sharon Wheeler	2021 John Deere 50G		$57.50
Twin Mountain Contracting Ltd.	2015 50G John Deere		$57.77
Twin Mountain Contracting Ltd.	2012 75D John Deere		$59.77
JCL Investments Inc	2009 John Deere 35		$100.00
Three G Services	2017 Takeuchi TB 240		$100.00
Three G Services	2021 CAT 303		$100.00
Humber Arm Contracting Inc.	2020 50D John Deere		$110.88

Tractor/Dozer

Contractor	Model	Telephone Numbers	Rate
Humber Arm Contracting Inc.	2011 450J John Deere	[redacted]	$112.99
JCL Investments Inc	2014 John Deere 750		$225.00

Grader

Contractor	Model	Telephone Numbers	Rate
JCL Investments Inc	2014 John Deere 772	[redacted]	$195.00
JCL Investments Inc	2014 John Deere 772		$195.00
Humber Arm Contracting Inc.	2014 672G John Deere		$199.40

Hired Equipment
December 22, 2023 - May 21, 2024

Grader with Side Blade			
Contractor	**Model**	**Telephone Numbers**	**Rate**
Humber Arm Contracting Inc.	2014 672 John Deere	[redacted]	$199.40

Sidewalk Snow Blower			
Contractor	**Model**	**Telephone Numbers**	**Rate**
Twin Mountain Contracting Ltd.	2016 John Deere 323D	[redacted]	$150.00
Ron Flynn Transport Ltd.	2009 236B CAT	[redacted]	$150.00

Boom Truck			
Contractor	**Model**	**Telephone Numbers**	**Rate**
JCL Investments Inc	2013 International 28 Tonne	[redacted]	$185.00
JCL Investments Inc	2013 International 30 Tonne	[redacted]	$195.00

Request for Decision (RFD)

Subject: Contract 2023-19 Electrical Maintenance/Service for Equipment

To: Darren Charters
Meeting: Committee of the Whole - 11 Dec 2023
Department: Engineering
Staff Contact: Melody Roberts,
Topic Overview:
Attachments: Maximum Power - Bid Submission - 2023-19_Redacted

BACKGROUND INFORMATION:

The City of Corner Brook requested bids for the 2-year electrical services and maintenance for various municipal equipment on an "as required" basis. Tenders closed on December 5, 2023, with two (2) bids received:

Maximum Power Ltd. $29,881.60 HST Included (per annum)
Vision Electrical Ltd. $43,792.00 HST Included (per annum)

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council approve the Tender bid from Maximum Power Ltd. in the amount of $29,881.60 HST Included (per annum), for Contract No. 2023-19 Electrical Service/Maintenance for Equipment, two-year Contract.

FINANCIAL IMPACT:

The bid noted above reflects an increase of 5.5% when compared to the previous 2-year Contract.

Finance Type: Budget

Director of Community, Engineering, Development & Planning	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

City Manager

12:14pm
[redacted]
Dec. 5/2023
[redacted]

TENDER FORM

Tender for: **Electrical Service / Maintenance for Equipment**
Contract No: 2023-19

Addressed to: **City of Corner Brook**
P.O. Box 1080
5 Park Street
Corner Brook, NL
A2H 2W8

To Whom It May Concern:

1. Having carefully examined the site of the proposed work and all conditions affecting such, as well as the Contract Documents including the Specifications, all Addenda, and the Instructions to Bidders for this project,

   WE, THE UNDERSIGNED, hereby offer to furnish all necessary labour, materials, superintendence, plant, tools and equipment, and everything else required to perform expeditiously and complete in a satisfactory manner the work for the sum of

   $29,881.60
   ____
   ____

   ($ 29,881.60) **per annum** in lawful money of Canada which includes all prime costs, allowances and Government sales or excise taxes, including HST, in force at this date, except as otherwise provided in the tendering documents.

2. The Work will be substantially performed by December 31, 2025.

3. WE ENCLOSE HEREWITH if required by the Instructions to Bidders:

   (a) A Bid Bond in an acceptable form and correct amount issued by a company licensed to carry on such a business in the Province of Newfoundland and Labrador or

   (b) an approved certified cheque in the correct amount made out in favour of the City of Corner Brook.

   In the event of this tender being accepted within the time stated in Section 4 below and our failure to enter into a contract in the form hereinafter mentioned for the amount of our tender, the said security may at the option of the Owner be forfeited. The forfeiting of the security does not limit the right of action of the Owner against us for failure or refusal to enter into a contract.

4. IF NOTIFIED IN WRITING BY THE OWNER OF THE ACCEPTANCE OF THIS TENDER WITHIN 60 DAYS OF THE TENDER CLOSING DATE SUBJECT TO SUCH OTHER PERIOD AS MAY BE SPECIFIED IN THE CONTRACT DOCUMENTS, WE WILL:

   (a) execute the Form of Agreement;
   (b) substantially complete all work included in the contract within the time and under conditions specified.

5. WE understand that the Performance Bond and Insurance as required by the contract documents must be provided and in force prior to the commencement of any work and satisfactory proof of such be provided to the Owner.

6. WE declare that the rates and prices herein tendered have been correctly computed for the purposes of this tender and include and cover all contingencies and provisional sums and all duties, taxes, and handling charges and all transportation and all other charges.

7. WE confirm that the sums herein tendered include all sales taxes, royalties, custom duties, foreign exchange charges, transportation, traveling costs, all overhead and profit, all co-ordination fees, insurance premiums, and all other charges, except as otherwise provided in the contract documents.

8. WE agree to authorize the Owner to release the names of sub-contractors used in our tender where such information is requested from the Owner.

9. WE reserve to us the right to substitute other sub-contractors for any trades in the event of any sub-contractor becoming bankrupt after the date hereof. Any such substitution shall be subject to the approval of the Owner and contingent upon satisfactory evidence of bankruptcy.

10. WE understand and agree that the Owner may order changes to the work in the form of additions or deletions in accordance with the General Conditions, Supplementary General Conditions and the intent of the contract documents.

11. We understand that this procurement process is subject to the Access to Information and Protection of Privacy Act, 2015 and agree that the financial value of a contract resulting from this procurement process will be publicly released as part of the award notification process.

12. We understand and agree that the procurement is subject to trade agreements, if applicable.

13. The prices herein Tendered include all fringe benefits, transportation costs, travelling time, administration costs, insurance premiums, coordination fees and all other relevant costs.

14. The material shall mean only expendable items to construct the Work described on the Work orders issued by the Owner and not items such as tools, equipment and other items listed in the Specifications. The Tenderer agrees to submit monthly invoices at his/her company's net cost of material purchased plus 10% mark-up to cover local delivery to site and related costs plus 10% profit.

15. For materials in unit price Work where any single material item cost $300 or more the Contractor must obtain written price quotes from three (3) suppliers. The Contractor shall obtain the materials from the lowest supplier and submit the lowest supplier's invoice along with his/her own invoice showing appropriate mark-ups. The other two quotes must be retained and submitted to the Owner should they be requested.

16. The Owner reserves the right to use its own forces to perform any Work and to Tender any Work. Generally however, it is the intent that the Contractor will carry out minor projects which are within his/her competence. Refer also to Section D.

17. WE hereby acknowledge receipt of the following addenda:

    Addendum Numbers: ____________ , __________ , __________ , __________ In order for a Tender to be valid, it must be signed by duly authorized officials as indicated in the Instructions to Bidders.

SIGNATURE OF TENDERER

Firm Name: Maximum Power Limited

Address: 97 main Street
P.O. Box 54

Postal Code: A0K 3L0

Email: Andy@maximumpower.net
Adam@maximumpower.net

Phone #: 709 764 1928

Fax #:

[redacted]

Signing Officer

Corporate Seal

[redacted]

ELECTRICAL SERVICE / MAINTENANCE
FOR EQUIPMENT
CONTRACT NO. 2023-19

APPENDIX A

SCHEDULE OF QUANTITIES AND PRICES

Hereunder is the breakdown of the lump sum quoted in Section 1 of the Tender submitted by

Maximum Power Limited.

to CITY OF CORNER BROOK

on (Date) Dec 4th 2023 and which is an integral part of the above-noted Tender.

Total Estimated Hours per Annum		Rate/Hour for Qualified Tradesperson		Material Allowance Factor of 1.4		Sub-Total Annual Tender Amount
320 (as in Section A)	X	58.00	X	1.4	=	$25,984

HST 15%: $3897.60

ANNUAL TOTAL TENDER AMOUNT: $29 881.60
(Report this Total Amount on Page 1 of the Tender Form)

Annual Total Tender Amount will be used for determining the amounts of Security and Insurance required as outlined in Section A and C.

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Request for Decision (RFD)

Subject: Contract 2023-18 Electrical Maintenance/Service for Buildings

To:	Darren Charters
Meeting:	Committee of the Whole - 11 Dec 2023
Department:	Engineering
Staff Contact:	Melody Roberts,
Topic Overview:	
Attachments:	Maximum Power - Bid Submission - 2023-18_Redacted

BACKGROUND INFORMATION:

The City of Corner Brook requested bids for the 2-year electrical services and maintenance for various municipal buildings on an "as required" basis. Tenders closed on December 5, 2023, with four (4) bids received:

Maximum Power Ltd.	$32,683.00 HST Included (per annum)
K & C Renovations Ltd.	$36,627.50 HST Included (per annum)
ECO Contracting Ltd.	$39,445.00 HST Included (per annum)
Vision Electrical Ltd.	$45,080.00 HST Included (per annum)

PROPOSED RESOLUTION:

Be it resolved that the City of Corner Brook Council approve the Tender bid from Maximum Power Ltd. in the amount of $32,683.00 HST included (per annum), for Contract No. 2023-18 Electrical Service/Maintenance for buildings, two-year Contract.

FINANCIAL IMPACT:

The bid noted above reflects an increase of 16% when compared to the previous 2-year Contract.

Finance Type: Budget

Director of Community, Engineering, Development & Planning	Approved - 06 Dec 2023
Administrative Assistant	Approved - 06 Dec 2023

____

City Manager

12:06pm
Dec. 5/2023 [redacted]

TENDER FORM

Tender for: Electrical Service / Maintenance for Buildings
Contract No: 2023-18

To: City of Corner Brook
P.O. Box 1080
5 Park Street
Corner Brook, NL
A2H 2W8

To Whom It May Concern:

1. Having carefully examined the site of the proposed work and all conditions affecting such, as well as the Contract Documents including the Specifications, all Addenda, and the Instructions to Bidders for this project,

   WE, THE UNDERSIGNED, hereby offer to furnish all necessary labour, materials, superintendence, plant, tools and equipment, and everything else required to perform expeditiously and complete in a satisfactory manner the work for the sum of

   $ 32,683.00

   ($ 32,683.00) **per annum** in lawful money of Canada which includes all prime costs, allowances and Government sales or excise taxes, including HST, in force at this date, except as otherwise provided in the tendering documents.

2. The Work will be substantially performed by December 31, 2025.

3. WE ENCLOSE HEREWITH if required by the Instructions to Bidders:

   (a) A Bid Bond in an acceptable form and correct amount issued by a company licensed to carry on such a business in the Province of Newfoundland and Labrador or

   (b) an approved certified cheque in the correct amount made out in favour of the City of Corner Brook.

   In the event of this tender being accepted within the time stated in Section 4 below and our failure to enter into a contract in the form hereinafter mentioned for the amount of our tender, the said security may at the option of the Owner be forfeited. The forfeiting of the security does not limit the right of action of the Owner against us for failure or refusal to enter into a contract.

4. IF NOTIFIED IN WRITING BY THE OWNER OF THE ACCEPTANCE OF THIS TENDER WITHIN 60 DAYS OF THE TENDER CLOSING DATE SUBJECT TO SUCH OTHER PERIOD AS MAY BE SPECIFIED IN THE CONTRACT DOCUMENTS, WE WILL:

   (a) execute the Form of Agreement;
   (b) substantially complete all work included in the contract within the time and under conditions specified.

5. WE understand that the Performance Bond and Insurance as required by the contract documents must be provided and in force prior to the commencement of any work and satisfactory proof of such be provided to the Owner.

6. WE declare that the rates and prices herein tendered have been correctly computed for the purposes of this tender and include and cover all contingencies and provisional sums and all duties, taxes, and handling charges and all transportation and all other charges.

7. WE confirm that the sums herein tendered include all sales taxes, royalties, custom duties, foreign exchange charges, transportation, traveling costs, all overhead and profit, all co-ordination fees, insurance premiums, and all other charges, except as otherwise provided in the contract documents.

8. WE agree to authorize the Owner to release the names of sub-contractors used in our tender where such information is requested from the Owner.

9. WE reserve to us the right to substitute other sub-contractors for any trades in the event of any sub-contractor becoming bankrupt after the date hereof. Any such substitution shall be subject to the approval of the Owner and contingent upon satisfactory evidence of bankruptcy.

10. WE understand and agree that the Owner may order changes to the work in the form of additions or deletions in accordance with the General Conditions, Supplementary General Conditions and the intent of the contract documents.

11. We understand that this procurement process is subject to the Access to Information and Protection of Privacy Act, 2015 and agree that the financial value of a contract resulting from this procurement process will be publicly released as part of the award notification process.

12. We understand and agree that the procurement is subject to trade agreements, if applicable.

13. The prices herein Tendered include all fringe benefits, transportation costs, travelling time, administration costs, insurance premiums, coordination fees and all other relevant costs.

14. The material shall mean only expendable items to construct the Work described on the Work orders issued by the Owner and not items such as tools, equipment and other items listed in the Specifications. The Tenderer agrees to submit monthly invoices at his/her company's net cost of material purchased plus 10% mark-up to cover local delivery to site and related costs plus 10% profit.

15. For materials in unit price Work where any single material item cost $300 or more the Contractor must obtain written price quotes from three (3) suppliers. The Contractor shall obtain the materials from the lowest supplier and submit the lowest supplier's invoice along with his/her own invoice showing appropriate mark-ups. The other two quotes must be retained and submitted to the Owner should they be requested.

16. The Owner reserves the right to use its own forces to perform any Work and to Tender any Work. Generally however, it is the intent that the Contractor will carry out minor projects which are within his/her competence. Refer also to Section D.

17. WE hereby acknowledge receipt of the following addenda:

Addendum Numbers: ____________ , _________ , _________ , _________ In order for a Tender to be valid, it must be signed by duly authorized officials as indicated in the Instructions to Bidders.

SIGNATURE OF TENDERER

Firm Name: MAXimum Power Limited

Address: 97 main Street

P.O Box 54

Postal Code: A0K - 3L0

Email: Andy @ maximum Power.net

ADAM @ maximum Power.net

Phone #: 709 764-1928

Fax #:

[redacted]

Signing Officer

Corporate Seal

[redacted]

APPENDIX A

SCHEDULE OF QUANTITIES AND PRICES

Hereunder is the breakdown of the sum quoted in Section 1 of the Tender submitted by

Maximum Power Limited

to CITY OF CORNER BROOK

on (Date) Dec 4th 2023 and which is an integral part of the above-noted Tender.

Total Estimated Hours per Annum		Rate/Hour for Qualified Tradesperson		Material Allowance Factor of 1.4		Sub-Total Annual Tender Amount
350 (as in Section A)	X	58	X	1.4	=	$ 28,420.00
				HST 15%:		4,263.00
				ANNUAL TOTAL TENDER AMOUNT:		$ 32,683.00 (Report this Total Amount on Page 1 of the Tender Form)

Annual Total Tender Amount will be used for determining the amounts of Security and Insurance required as outlined in Section A and C.

Request for Decision (RFD)

Subject: Policies to Rescind

To: Rodney Cumby
Meeting: Committee of the Whole - 11 Dec 2023
Department: Council
Staff Contact: Jessica Smith, Legislative Assistant
Topic Overview: The following are policies that staff have reviewed and have brought forward to rescind.
Attachments: Poll Tax - Students Policy11-03-19
Poll Tax Policy11-03-02
Purchase of Asphalt Concrete and Granular Policy 07-03-01
Tender Document Holders Policy 07-01-02
Tenders proposal Calls Policy 07-01-01
Sand Barrels Policy 06-02-03
Demolition Order Policy 06-07-01
Dealing with Difficult Individuals Policy12-03-03

BACKGROUND INFORMATION:

Staff have initiated a review of the City's policies which involves updating current policies, identifying policies that could be adopted and determining whether there are any policies that should be rescinded. The initial review has identified several policies that staff have considered to be redundant due to change in practice or overarching legislation.

Therefore staff are recommending the following policies be rescinded:

- Poll Tax - Student (11-03-19) - enacted in May 1990
- Poll Tax (11-03-02) - enacted in 2004, with the last revision in 2015
- Purchase of Asphalt, Concrete and Granular (07-03-01) - enacted in 1997
- Tender Document Holders (07-01-02) - enacted in 2006
- Tenders/Proposal Calls (07-01-01) - enacted in 2000
- Sand Barrels (06-02-03) - enacted in 1994
- Demolition Order (06-07-01) - enacted in 1985
- Dealing with Difficult Individuals (12-03-03) - enacted in 2008

With regards to the Poll Tax and Poll Tax Student policies, the collection of poll tax was removed in 2018 and therefore these policies are no longer required. Some of the policies that are being brought forward are related to specific procurement items, however there is provincial legislation that has been enacted since many of these policies were established (The Procurement Act and the accompanying Regulations and Policy). Items listed in these City policies are generally prescribed by the legislation, making the policies redundant. The remaining policies are dated and the practice has either modified or has been incorporated into general training and guidelines.

PROPOSED RESOLUTION:

Be it **RESOLVED** to rescind the following policies:

Poll Tax - Student (11-03-19)
Poll Tax (11-03-02)
Purchase of Asphalt, Concrete and Granular (07-03-01)
Tender Document Holders (07-01-02)
Tenders/Proposal Calls (07-01-01)
Sand Barrels (06-02-03)
Demolition Order (06-07-01)
Dealing with Difficult Individuals (12-03-03)

GOVERNANCE IMPLICATIONS:

Policy

Legal Review: Yes

LEGAL REVIEW:

The City Solicitor has reviewed the attached policies and is in agreement with the recommendation to rescind.

RECOMMENDATION:

It is the recommendation of staff to rescind the policies that are being brought forward.

ALTERNATIVE IMPLICATIONS:

1. Council can approve rescinding the attached policies as per staff's recommendation. Staff will then proceed with further policy review and bring it back to Council.
2. Council can not approve rescinding the attached policies and provide staff with direction as to how to proceed with the Policy review.

Administrative Assistant Approved - 07 Dec 2023

City Manager

CITY OF CORNER BROOK

Policy Statement

Index	Finance and Administration	Section	Collections		
Title	Poll Tax - Student	Policy Number (Index-Sector-No.)	11-03-19	Authority	Council
Approval Date:	16 Jun 2004	Effective Date	16 Jun 2004	Last revision date	20 Apr 2015

***Purpose*:**
To establish criteria for an exemption from poll tax to students who, in addition to employment earnings, receive income from an RESP, Canada Pension (Orphans' Benefit) or an education allowance paid by HRDC, but may have significant expenses to attend school.

***Policy Statement*:**
In recognition of the tuition and other significant expenses incurred by students, and as an incentive for youth to pursue post secondary education, the following criteria will be used to determine eligibility for exemption from poll tax.
In determining income for exemption purposes, the following sources of income will not be included:
1. Income from an RESP
2. Canada Pension (Orphans' Benefit).

Students are eligible to claim three times the monthly educational allowance amount currently accepted by the Canada Revenue Agency (CRA) for Full-time students. The current amount allowed by CRA is $400 for Full-time students. Based on these amounts, the City will allow $1,200 per month for full-time students.

***References*:**
CPS04-27
04-93.1 (June 16, 2004)

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.

[redacted]

MAYOR

[redacted]

CITY CLERK

CITY OF CORNER BROOK

Policy Statement

Index	Finance and Administration		Section	Collections		
Title	Poll Tax Policy		Policy Number	11-03-02	Authority	Council
Approval Date	30 May 90	Effective Date	30 May 90	Revision Date		

Policy Statement:

As provided under Section 155(3) of the City of Corner Brook Act, eligibility for exemption from the current year poll tax will be determined by proof of income from the prior year.

Reference:

Approved: Minute 90-76 (May 30/90)
Section 155 (3) - City of Corner Brook Act

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.

[redacted]
MAYOR

[redacted]
CITY CLERK

Printed on Thursday, July 14, 2011 1

CITY OF CORNER BROOK

Policy Statement

Index	Procurement and Disposal		Section	Equipment and Materials		
Title	Purchase of Asphalt, Concrete and Granular		Policy Number	07-03-01	Authority	Council
Approval Date	12 Sept. 97	Effective Date	12 Sept. 1997	Revision Date		

Policy Statement:

Tender for the supply of asphalt, concrete and granular be issued on a one-year basis beginning in the Spring 1998.

Reference:

Minute CC97-204 (Sept. 12/97)

IN WITNESS WHEREOF, this policy has been sealed with the common seal of the City of Corner Brook.

[redacted]

MAYOR

[redacted]

CITY CLEREK

Printed on Thursday, January 12, 2012 1

CITY OF CORNER BROOK

Policy Statement

Index	Procurement and Disposal		**Section**	Tenders			
Title	Tender Document Holders		**Policy Number**	07-01-02	**Authority**	Council	
Approval Date	05 Jun 06	**Effective Date**	05 Jun 06		**Revision Date**	17 Mar 08	

Purpose:

To provide employees with direction when requested to provide a listing of tender document holders prior to the public tender closing date.

Policy Statement:

The City of Corner Brook will release the name of companies that have taken out tender documents only if four or more different companies have taken out tender documents and only prior to 24 hours before the tender closes.

Reference:

OS06-020 - May 9/06

Regular Council Meeting 06-126, 5 June 2006

OS08-004 - February 28/08

Regular Council Meeting 08-46, March 17/08

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.

[redacted]

MAYOR

[redacted]

CITY CLERK

Printed on Monday, July 18, 2011 1

CITY OF CORNER BROOK

Policy Statement

Index	Procurement and Disposal	**Section**	Tenders		
Title	Tenders\Proposal Calls	**Policy Number**	07-01-01	**Authority**	Council
Approval Date	06 Sep 00	**Effective Date**	06 Sep 00	**Revision Date**	

Purpose:

To outline the procedure to be followed before advertising tender calls

Policy Statement:

All tenders and calls for proposals are to be reviewed by the appropriate Policy Advisory Committee's before being advertised. Tenders\Calls for Proposals are to be placed as standing items on all Committee agendas.

Reference:

Minute: 00-88.4 (Sept 6, 2000)

Memo from Council Whelan 1 September 2000

Memo from Chief Administrative Officer, 1 September, and 6 October 2000

IN WITNESS WHEREOF this policy has been sealed with the Common Seal of the City of Corner Brook.

[redacted]

Mayor

[redacted]

City Clerk

Printed on Monday, July 19, 2010 1

CITY OF CORNER BROOK

Index	Public Works	**Section**	Snow and Ice Control		
Title	Sand Barrels	**Policy Number**	06-02-03	**Authority**	Council
Approval Date	16 Nov 94	**Effective Date**	16 Nov 94	**Revision Date**	7 March 2011

PURPOSE

To establish a policy and procedure to be followed for the deployment of sand barrels during the winter months.

DETAILED ACTION REQUIRED

The City of Corner Brook shall place sand barrels on narrow and/or steep designated streets or rights-of-ways for the use of the residents during periods between regular sand/salt truck visits. The City shall keep such barrels filled with sand as required.

Sand barrels shall also be placed near public steps, walking lanes excluding those of the Corner Brook Stream Trails for the use of residents. Such barrels shall be kept filled with sand as required.

Sand barrels shall not be placed on private or institutional property. The City shall maintain a stockpile of sand at 2 Allen's Road (former West End Fire Station) and 77 Premier Drive (former East End Fire Station) which may be picked up by residents for private or institutional use.

REFERENCE:

Approved: 94-106 (November 16, 1994)

Minute PW-11

Revised: CC01-231 (November 07, 2001)

Revised: 01-182 (November 21,2001)

Revised: 08-253 (December 15, 2008)

Revised: 11-35 (January 31, 2011)

Revised: 11-61 (March 7, 2011)

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.

[redacted]

MAYOR

[redacted]

CITY CLERK (Acting)

CITY OF CORNER BROOK

Policy Statement

Amendment to Sand Barrel Policy – Snow and Ice Control (Policy # 06-02-03)

January 9, 2012

Detailed Action Required: Changed "The City shall maintain a stockpile of sand at 2 Allen's Road (Former West End Fire Station) and 77 Premier Drive (Former East End Fire Station) which may be picked up by residents for private or institutional use" **to** "The City shall maintain a stockpile of sand at 2 Allen's Road (Former West End Fire Station) and the parking lot of the Ambrose O'Reilly Municipal Soccer Field on St. Marks Avenue which may be picked up by residents for private or institutional use."

Amendment approved by Council: 16 January 2012, Minute #12-23

[redacted]
Mayor

[redacted]
City Clerk

CITY OF CORNER BROOK

Index	Public Works	**Section**	Tenders			
Title	Demolition Order Policy	**Policy Number**	06-07-01	**Authority**	Council	
Approval Date	20 Feb 85	**Effective Date**	20 Feb 85	**Revision Date**		

PURPOSE

To standardize procedure for demolition of City buildings and buildings on which demolition orders have been served but the owners have taken no action.

POLICY STATEMENT

A Public Notice will be placed in the local newspaper requesting submission of names of any persons or firms interested. When it is necessary to demolish a building, these persons will be contacted to submit a tender.

REFERENCE

Approved: Minute P-60 (February 20, 1985)

Minute 77-131 (June 7, 1977)

IN WITNESS WHEREOF, this policy is sealed with the Common Seal of the City of Corner Brook.

[redacted]

MAYOR

[redacted]

CITY CLERK

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CITY OF CORNER BROOK

Policy Statement

Index	Communication		**Section**	Internal		
Title	Dealing with Difficult Individuals		**Policy Number**	12-03-03	**Authority**	Council
Approval Date	21 Jan 08	**Effective Date**	21 Jan 08		**Revision Date**	

Purpose:

From time to time, city employees may have to deal with difficult individuals. The purpose of this document is to outline a standard procedure allowing employees to effectively handle such situations in an efficient and professional manner.

Reference:

CPS07-90 Oct. 23/07

CC07-294 Nov. 5/07

CPS08-13 Jan. 15/08

Regular Meeting January 21/08 approved by Council Minute 08-08

Detailed Action Required:

When dealing with a difficult individual, either on the phone or in person, it is important to:

- Remain calm and polite;
- Actively listen to the individual while taking notes, if necessary, regarding the nature of the complaint;
- Upon completion of the complaint description, review the information gathered with the individual to ensure accuracy;
- Take responsibility and outline to the individual how the issue will be dealt with;
- Ensure contact information for the individual is recorded;
- Ensure the individual is given a date and time by which the appropriate authority should get back to them;
- Should the individual remain agitated and cannot be calmed, ask them to leave the building; and
- Furthermore, should the person refuse to leave, becomes increasingly agitated or threatening, call the RNC for removal from the premises.

Should an individual attempt to move to an unauthorized part of the building:

- Immediately ask them to stop and remind them that such areas are for employees only.
- Should they continue moving toward an unauthorized area of the building:
    - inform them the RNC will be contacted to remove them from the premises; and
    - alert other offices in the building of the situation at hand.

NOTE: If, at any time, the person uses profane or derogatory language, raises their voice or becomes threatening, advise the person that such conduct is unacceptable and will not be tolerated. Furthermore, advise that if it continues, the conversation will end and they will be asked to leave (or the phone conversation will end). If they continue such conduct, end the conversation immediately. DO NOT escalate the situation by raising your voice, swearing or "talking down" to the person.

Remember, the issues that surface are likely to be very pertinent to the individual and they may be very frustrated because of them. Furthermore, staff are here to serve the citizens of Corner Brook in the most courteous and professional manner possible. However, the providing of that service does not require us to tolerate abusive conduct.

IN WITNESS WHEREOF this policy is sealed with the Common Seal of the City of Corner Brook.

[redacted]

MAYOR

[redacted]

CITY CLERK